

AGENDA

1st Ordinary Council Meeting

Tuesday 7 April 2020

The Ordinary Meeting of the City of Palmerston will be held via video conference and available to the public via live streaming from the Council website <https://www.palmerston.nt.gov.au> commencing at 5.30pm.



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

TABLE OF CONTENT

1	ACKNOWLEDGEMENT OF COUNTRY	4
2	OPENING OF MEETING	4
3	APOLOGIES AND LEAVE OF ABSENCE	4
3.1	Apologies	4
3.2	Leave of Absence Previously Granted	4
3.3	Leave of Absence Request	4
4	REQUEST FOR TELECONFERENCE	4
5	DECLARATION OF INTEREST	4
5.1	Elected Members	4
5.2	Staff	4
6	CONFIRMATION OF MINUTES	4
6.1	Confirmation of Minutes	4
6.2	Business Arising from Previous Meeting	4
7	MAYORAL REPORT	5
8	DEPUTATIONS AND PRESENTATIONS	12
9	PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)	12
10	CONFIDENTIAL ITEMS	12
10.1	Moving Confidential Items into Open	12
10.2	Moving Open Items into Confidential	12
10.3	Confidential Items	12
11	PETITIONS	12
12	NOTICES OF MOTION	12
13	OFFICER REPORTS	13
13.1	Receive and Note Reports	13

13.1.1 City Growth and Operations Quarterly Report January - March 2020.....	13
13.1.2 City of Palmerston COVID-19 Stimulus Partnerships	27
13.2 Action Reports	32
13.2.1 Appointment of Deputy Mayor - May to October 2020	32
13.2.2 Community Benefit Scheme April 2020 Update	35
13.2.3 Assistance for Ratepayers	56
14 INFORMATION AND CORRESPONDENCE	66
14.1 Information	66
14.2 Correspondence	66
15 REPORT OF DELEGATES	66
16 QUESTIONS BY MEMBERS	66
17 GENERAL BUSINESS	66
18 NEXT ORDINARY COUNCIL MEETING	66
19 CLOSURE OF MEETING TO PUBLIC.....	66
20 ADJOURNMENT OF MEETING AND MEDIA LIAISON	66

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 17 March 2020 pages 10036 to 10045 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

MAYORAL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	7.1
REPORT TITLE:	Mayoral Update Report - March 2020
MEETING DATE:	Tuesday 7 April 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 summary of some recent activities including the City of Palmerston's initiatives and response to the COVID-19 challenges.

KEY MESSAGES

- COVID-19 is challenging the way in which all of us live our daily lives and do business.
- Council is adapting services to the COVID-19 challenges being presented.
- Community and local business support with NT News.
- COVID-19 collaboration with Australian and Northern Territory Governments.
- Exploring opportunities for COVID-19 funding.
- Strengthening collaborations with Australian Local Governments.
- Attendance at various activities and services in Palmerston.

RECOMMENDATION

THAT Report entitled Mayoral Update Report - March 2020 be received and noted.

DISCUSSION

COVID-19 Challenges

This last month has been extremely challenging with the rapidly changing situation to council services across the community due to the COVID-19 crisis. COVID-19 is challenging the way in which all of us live our daily lives and do business. The Chief Health Officer of the Northern Territory declared a Public Health Emergency on 18 March 2020, which saw the start of restrictions on public gatherings, social distancing of people and closure of public facilities.




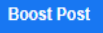











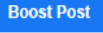




Council has continued to meet the challenges of adapting Council services in line with direction from the Commonwealth and Northern Territory Governments, including the closure of all our public facilities, however, at this time Council staff and contractors remain working.

Council has been innovative and agile in its response with the dynamically shifting environment. Council has already implemented a range of initiatives and are planning more to ensure community engagement, well-being and support during these times.

Council has already started to deliver services like:

- Storytime Online via Facebook. This popular bi-weekly event has been transformed into streaming event online to ensure children and parents can still participate from their home. Council's Drag

Queen Storytime on Saturday 28 March 2020, has had over 5,700 views and 3,600 engagements. The Palmerston Library Facebook page has seen a totally engagement rate of over 7,200 in the past week.

Your 5 Most Recent Posts							Create Post
Reach: Organic / Paid Post Clicks Reactions, Comments & Shares							
Published	Post	Type	Targeting	Reach	Engagement	Promote	
03/28/2020 10:00 AM	 Drag Territory and The City of Palmerston Library bring you Drag			8.5K	3.6K 981		
03/27/2020 6:33 PM	 Drag Territory and The City of Palmerston Library bring you Drag			4.6K	285 213		
03/26/2020 2:07 PM	 Hooray for Mr PI We miss you and all of our Storytime friends ❤️🎵🎶			508	43 24		
03/26/2020 10:00 AM	 Join our team and sing, dance and listen to stories from the comfort of			4.3K	542 212		
03/26/2020 9:32 AM	 The Library will be closed from today, Thursday March 26th 2020 until			463	10 9		

Council has invited guests to participate in an online story time, with the Her Honour the Honourable Vicki O'Halloran AO, Administrator of the Northern Territory, kindly accepting and Council's invitation.

- Council has started a #supportlocal campaign to promote local businesses and services that has seen social distancing restrictions change they way operate. Council in partnership with the NT News has started to advertise local Palmerston businesses that are trading to assist locals trying to support businesses.

Council's first double and page advertisement, Saturday 28 March 2020, proved a great success. The advertisement was also placed on Council's Facebook page with substantial engagement numbers.

Council saw the post reach over 29,375 people and the post was shared over 240 times. My Mayor's post on Facebook saw 7,368 people reached with a post.

#supportlocal

SUPPORT LOCAL in Palmerston

We are OPEN for Business

BALLANTYNES FISH & CHIPS 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	FRESH DELIGHTS 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	BOOMERANG CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	CAZAL'S PALMERSTON CLUB 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	CONNY CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	DONKIN'S PIZZA PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	HELENE'S CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	MONO AUSTRALIAN'S STEAKHOUSE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	HUNGRY JOE'S 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	INCREDIBLE INDIA PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	FRESH POINT CO. CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	GOOD TIMES BAR & BQ 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	GUERMAN FIDELITY 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	HANDY RESTAURANT 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	WING HATTEN CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	WICKIE'S PATISseries 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	WINDY'S MARKET 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	NANDE'S PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	PHILADELPHIA OF INDIA 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	PANDA FOOD 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	PIZZA CAPERS PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	PIZZA HUT PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	ROBINSON CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	RED LANTERN CHINESE RESTAURANT 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	RED ROOSTER 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	SABA GIU 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	THAI TASTE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	THE COFFEE CLUB - CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	THE WICKET CAFE 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	SPICEHOUSE RESTAURANT 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	YUMMY NOODLE BOX 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300	ZAMBEZI PALMERSTON 171 John Street, Palmerston Mon-Fri 10am-5pm, Sat 10am-4pm, Sun 10am-4pm 08 9353 3300
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29,375 People Reached 1,841 Engagements Boost Unavailable

You and 169 others 47 Comments 240 Shares

- Palmerston Library has also started Click and Collect Borrowing, which gives library members, who can sign up online via Council's website, the ability to access resources like books, dvds and magazines while the library is closed due to Australia Government restrictions. Council has also produced a "how to video" which promotes the initiative on Facebook.
- Community Services for Palmerston Residents full page advertisement also was published in the NT News Thursday 1 April 2020.

4:43 66%

Athina Pascoe-Bell, Mayor City of...

Athina Pascoe-Bell, Mayor City of Palmerston
28 Mar at 11:42 am

ATTENTION: Palmerston Businesses

COVID-19 is changing the way in which all of us live our daily life. We are all working in an incredibly dynamic environment at the moment and we are being challenged in many different ways. Please know that City of Palmerston is here to support you and the rest of our community.

City of Palmerston will be supporting our local Palmerston businesses with free advertising of their business and services. Council will run a series of advertising campaigns with the NT News to assist Territorians trying to support local businesses.

Palmerston businesses who are open and trading can contact us, and we can provide support by promoting your business and help keep Territorians employed.

Send an email to supportlocal@palmerston.nt.gov.au or fill out the form on SurveyMonkey: <https://www.surveymonkey.com/r/TGTMCGV>

Like Comment Share

7,368 people reached

Kyriaki Maragazidis and others

Thevi Chelliah
Thank you
23h Like Reply Message

Sharon Kimberley
very much appreciated
1d Like Reply Message

Comment as Athina Pascoe-Bell, Mayor City of Palmerston

City of Palmerston Library
16 hrs

Did you know that you can reserve library items from the comfort of your own home with the City of Palmerston Library Click and Collect Service? Just follow these simple instructions to get your favourite books, audio books, magazines and DVD's at home while the library is closed:

- Log in to your account online via the City of Palmerston website <https://www.palmerston.nt.gov.au/community/library>
- Search the catalogue for items.
- Select the item you would like to reserve.
- Select 'Click & Collect' to make your reservation.
- Select Submit.
- You will be notified once your items are available for collection.
- If you don't have a password, or have forgotten your password, please contact library staff on 8935 9999, or askus@palmerston.nt.gov.au

1 Comment 10 Shares

SUPPORT LOCAL *in Palmerston*

COMMUNITY SERVICES FOR *Palmerston Residents*

ADVANCED PERSONNEL MANAGEMENT
Supporting People with Disability to access the NDIS
2/90 Ross Smith Avenue or Harry's Place Blvd, Darwin
Mon-Fri: 9am-5pm
1300 276 522
apm.net.au

AMITY
Harm minimization with drugs & alcohol use
155 Stuart Highway, Stuart Park
Mon-Fri: 8am-4pm
0417 400 395
amity.org.au

ANGELICARE NT - YOUTH
Support & Development
Shop G6 Satepak House, 11 Palmerston Circuit, Palmerston
Mon-Fri: 8.30am-4.30pm
(closed between 12pm-1pm)
(08) 8931 7111
angelicare-nt.org.au

CATHOLIC CARE NT
Mental Health Assistance
Cryder Square, Shop 10 B Palmerston Ckt, Palmerston
Mon-Fri: 9am-5pm
(08) 8944 2200
catholiccarent.org.au

CREATE FOUNDATION
Connecting, supporting & advocating for young people with a care experience
11/16 Malak Crescent, Malak
Mon-Fri: 9am-5pm
(08) 8945 9993
create.org.au

DANILA DILBA HEALTH SERVICE-PALMERSTON
Aboriginal Health Services
1/7 Kalyat St, Palmerston
Mon-Thurs: 8am-4.30pm
Fri: 8am-12.30pm
Sat: 8.30am-12.30pm
(08) 8931 5700
DDHS.org.au

HARVEST CORNER COMMUNITY GARDEN
Community Members Garden
Cnr Wright Cres & Essington Avenue, Gray
Open to new members
0439 809 038
harvestcorner.org.au

LARRAKIA FAMILY CULTURE CENTRE
Assisting families and youth in Palmerston area
17 Georgina Crescent, Yarravonga
Limited services - please call
08 8931 2120
04 99903555
lcc30@larrakia.com

LARRAKIA NATION PATROL SERVICE
Assists vulnerable people and deters anti-social behaviour in Palmerston & Darwin
76 Dickson Drive, Coconut Grove
Patrol & Transport
1800 728 765
Mon-Sat: 8am-12am
Sun: 8am-10pm
Designated Youth Bus
1800 543 7287
Mon-Sun: 5pm-1am
larrakia.com

MISSION AUSTRALIA - PALMERSTON
Disability Employment Service only
Level 1, 6 Francis Drive, Oasis Shopping Centre, Palmerston
Mon-Fri: 9am-5pm
(by appointment or referral)
0490 890 202
missionaustralia.com.au

NT LEGAL AID COMMISSION
Legal Assistance
Shop 6, 25 Chung Wah Terrace, Palmerston
Mon-Fri: 8am-4.30pm
1800 0319 363
legalaid.nt.gov.au

PaRBA
Youth engagement and sporting opportunities
Mobile outreach services
PO Box 2019
Mon-Fri: 3pm-7pm
0400 548 416
facebook.com/YOISPaRBA

RSPCA
Animal re-homing
80 Brunker Road, Berrimah
Mon-Fri: 10am-2pm (by appointment only)
Sat: 11am-4pm
(08) 89843795
rspca.org.au
adoption@rspca.com.au

SOMERVILLE COMMUNITY SERVICES INC
Disability Services, Financial Counselling & Housing Services
3 Victoria Drive, Gray
Mon-Fri: 9am-4.30pm
1800 007 007
somerville.org.au

STRONG STEPS
AOD Counselling Service
Shop 3/465 Stuart Highway, Conalanga
Mon-Fri: 9am-5pm
(08) 8963 3413
caaps.org.au/services/strong-steps/strong-steps-referral-form/

VICTIMS OF CRIME NT
Assisting victims of unlawful entry
Level 2, 71 Smith St, Darwin
Mon-Fri: 9am-4.30pm
0447 229 016
victimsofcrime.org.au

Message from
the Mayor

COVID-19 is changing our daily lives. We are all living and working in an incredibly dynamic environment at the moment and we are being challenged in many different ways. Please know City of Palmerston is here to help support you and our community. Social distancing does not have to mean social disconnection; consider it an opportunity to do things differently and actively try to keep in touch with friends, family and colleagues. Maintaining social connections is very important to health and well-being. Additionally, a range of service providers are available in the community for our residents to reach out to at this confusing and stressful time, and we will be promoting their availability. City of Palmerston is supporting our local businesses and service providers with free advertising of their business, products and services, by providing a series of advertising campaigns in partnership with the NT News and through Council's social media sites. Palmerston businesses and services that remain open are asked to please contact us. The City of Palmerston will provide support by promoting your business and services to keep Territorians informed of what services are available to them and by asking Territorians to support your businesses. Please look after yourselves, each other and our community. City of Palmerston Mayor Athina Pascoe-Bell

**city of
PALMERSTON**
'A Place for People'

If your community service is operating, get in touch with Council at supportlocal@palmerston.nt.gov.au

- Council has extending free timed parking options in Palmerston to include free all-day parking in the city area until 30 June 2020. This initiative will support local businesses and workers who are parking in the city centre, and also ensures health and safety measures for our community, with parking users no longer required to pay or display a ticket from a parking machine.

Council has also started providing refunds to members of the public who purchased parking permits. The refund form has been made available on-line at Council's website.

- Council has in place its "Liveable Cities" grant scheme which encourages commercial property and business owners to undertake upgrades and renovations to shopfronts through dollar for dollar funding, up to the value of the property or business owner's annual rates. Commercial property and business owners are encouraged to take advantage of the grant scheme and can find out more by contacting Council directly through palmerston@palmerston.nt.gov.au

There are currently three businesses investigating the grant scheme.

- Council is reviewing its Rates Concession Policy, particularly simplifying the processes and decision making regarding financial hardship, and interest suspension requests from rate payers. A report with recommendations will be tabled with Council for endorsement.
- To support local businesses and suppliers, Council has reduced its payment terms from 28 days to 14 days to ensure there is a quick turnaround of accounts payable and increased cash flow to businesses during these difficult times. Council wants to ensure money can flow to the community quicker while ensuring appropriate controls are maintained.
- Council is considering temporary rental and lease relief measures to support our tenants to ensure that they can continue to operate and stay in business during the COVID-19 crisis and into the future.
- Council are continuing with its capital works program to ensure that contractors and suppliers can still access work opportunities during these times, keep Territorians employed and ensures that we continue to deliver services for our community.
- Council will be reviewing its Community Benefit Scheme with a refocus on projects and initiatives that support the Palmerston community and businesses during the COVID-19 restrictions.
- Council will be launching a support local competition, where members of the public are asked to spend at least \$20 at a Palmerston business for an opportunity to win a weekly voucher of up to \$100 to spend with a Palmerston Business or put towards fees and charges with Council (eg. Rates). Details on how to participate will be advertised shortly.
- Council is supporting the Palmerston and Regional Basketball Association (PARBA) with access to office space in the Recreation Centre, to support youth services during these times. PARBA has also been provided with a free public Internet router to support youth accessing content while seeking assistance from PARBA.

Meetings with Ministers

I had a meeting with Minister McCarthy to suggest opportunities for City of Palmerston and other councils to keep the workforce employed, suggested methods of rate relief, ways to keep businesses operating and keeping Palmerston residents employed. A list of seven initiatives from the City of Palmerston have been sent to the Minister for the consideration of the Northern Territory Government. Similar meetings were also held with Luke Gosling MP, Warren Snowdon MP and Senator Malarndirri McCarthy.

I've also had meetings with Ministers Manison, Wakefield and Lawler where issues were raised regarding the recent crime incidents in Palmerston. I would like to thank the Ministers for their time in listening to the concerns raised and look forward to being able to collaboratively work towards finding solutions.

Litchfield Mayor, Maree Bredhauer, and I, met with Senator Sam McMahon to discuss the COVID-19 emergency and the progression of our major projects. I'd like to thank Senator McMahon for her time and her commitment to assist both councils with expediting grant funding that was committed to during the last election.

Visit from the Administrator for the Northern Territory

Her Honour the Honourable Vicki O'Halloran OA, Administrator for the Northern Territory requested a visit to the City of Palmerston where I was able to convey the steps that the City of Palmerston has taken to ensure continuity of services to the community during the COVID-19 emergency. Her Honour offered her support to the City of Palmerston.

Her Honour has also graciously agreed to record an online StoryTime session with the City of Palmerston which will be available through the City of Palmerston Library's Facebook site shortly.

Community Advisory Committees and Committees

All planned Community Advisory Committees and Risk Management and Audit Committee meetings have been postponed due to COVID-19.

All non-essential Council workshops have been postponed; however, essential workshops will recommence through the use of an online meeting platform.

Contract Works

Council Contractors are still carrying out work on behalf of the City of Palmerston. Regular services such as mowing of open space, operation of the Waste Transfer Facility and rubbish collection are still being conducted. Major landscaping projects are underway on Temple Terrace and Zuccoli Parade, employing 34 locals through Paradise Landscaping.

Recreation Centre

Although the Recreation Centre has been closed, the Council is currently in the process of refurbishing the old floor in the foyer. The old damaged vinyl is being removed with the underlying concrete slab being polished, providing a hardier and cheaper option that looks great. Council is taking advantage of the closure to get this work done now while we have the opportunity to not disturb regular users of the facility.

International Women's Day 2020

It was great to attend International Women's Day events in the beginning of the month. The week was opened with the Women's Art Exhibit, and included a pancake breakfast, Aboriginal Women's Weaving workshop, Belly dancing and cultural lunch. It was a huge success and all events were well attended.

Durack School

This month I was able to spend two days with students from years 3 to year 6 at Durack Primary School, where I presented an insight into Local Government and the role of council. The students listened and asked some very good questions on the role of Council and the services that we provide to the community.

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 risks, legal and legislative implications relating to this report.

ATTACHMENTS

Nil

- 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	Confidentiality
25.2.1	<i>8(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual;</i>

- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS
 - 13.1 Receive and Note Reports
 - 13.1.1 City Growth and Operations Quarterly Report January - March 2020
 - 13.1.2 City of Palmerston COVID-19 Stimulus Partnerships
 - 13.2 Action Reports
 - 13.2.1 Appointment of Deputy Mayor - May to October 2020
 - 13.2.2 Community Benefit Scheme April 2020 Update
 - 13.2.3 Assistance for Ratepayers

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	City Growth and Operations Quarterly Report January - March 2020
MEETING DATE:	Tuesday 7 April 2020
AUTHOR:	Executive Assistant to Acting Director City Growth and Operations, Natasha Curyer
APPROVER:	Acting Director City Growth and Operations, Travis Jolly

COMMUNITY PLAN

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

PURPOSE

This report summarises the key activities undertaken by City Growth and Operations in the January to March quarter 2020.

KEY MESSAGES

- City Growth and Operations provides a report on its activities for the previous quarter.
- City Growth and Operations are responding to COVID-19 by instigating projects aimed at increasing community well-being, stimulating the local economy and improving community infrastructure.
- Council has undertaken road resealing and reconstruction works in a variety of areas across the municipality.
- Construction of a new pathway from northern end of Long Park to connect to the existing concrete path in front of 30 Lorna Lim Terrace was completed.
- 408 trees were planted in the quarter.
- Beautification works of Zuccoli Parade and Temple Terrace commenced with a local contractor Paradise Landscaping awarded the works. This is a \$1 million project and it is envisaged that there will be 34 people employed as a result.
- Keep Australia Beautiful (KAB) have been engaged as delivery partners for the Waste Education Program 2020.

RECOMMENDATION

THAT Report entitled City Growth and Operations Quarterly Report January - March 2020 be received and noted.

BACKGROUND

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

DISCUSSION

The activities report for the January to March 2020 quarter is provided as **Attachment 13.1.3.1**.

Highlights include:

- In response to COVID-19 physical barriers have been erected and signage installed to reinforce required closures of Council's playgrounds.
- Community consultation for the Laneway Treatment Trial program was completed, with the continuation of existing treatments, as well as additional treatments proposed. A local company has been engaged to undertake the installation of new gates, as well as a local security company has been employed to perform the closures and monitoring of these laneways on a daily basis.
- Roads were resealed in Rosebery and along Temple Terrace, as well as the completion of reconstruction works in Moulden, Woodroffe, Driver, Gray, Bakewell, Yarrawonga and Pinelands.
- An overall total of 595m² of pathway works was completed, this included a new connecting pathway from northern end of Long Park to connecting the existing concrete path in front of 30 Lorna Lim Terrace, and replacement of damage pathway sections in Long park and Marlow Lagoon Recreation Area.
- With the Palmerston Recreation Centre (Centre) closed to the public due to COVID-19, works to refurbish the entrance and foyer flooring at the Centre was bought forward and will be completed in the coming weeks
- An overall total of 408 trees was planted this quarter, equating to the removal of 8 tonnes of CO₂ from the atmosphere.
- Beautification works of Zuccoli Parade and Temple Terrace were awarded to a local company, Paradise Landscaping. Works commenced early February and includes grassing of verges replacement of trees and landscaping of roundabouts.
- Safety improvements were undertaken at the Archer Waste Management Facility (AWMF), utilising a local contractor to conduct the works. Works include a new entrance sign and fall from heights warning signage, as well as safety barriers installed across the first two general waste bins, and dangerous goods containers being purchased to house hazardous materials.
- KAB have been engaged as delivery partners for the Waste Education Program 2020, with consultation commencing with key stakeholders.

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

- In response to COVID-19 inspections of public areas will be increased to determine ongoing litter and maintenance issues. This will involve an increase in the utilisation of local contractors to clean up litter hotspots, fix broken pathways, improve signage and increase the maintenance of verges.
- Council will also take advantage of the recent closures of buildings to bring forward maintenance and renewal works utilising local contractors.
- Construction of a new pathway along Buscall Avenue, connecting the existing pathway adjacent to Wingate Court into Sanctuary Lakes.
- Works to widen existing pathways near schools on Essington Avenue (from 0.9m to 2.5m), Victoria Drive (0.9m to 2.5) and Emery Avenue (0.9m to 2m).
- Completion of the Zuccoli Streetscape Project.
- Progression of the installation of the solar shade structure at the Civic Plaza carpark.
- Completion of the installation of safety barriers at the Archer Waste Management Facility.
- Continuation of the Waste Education program, with further school visits, community events, take the pledge campaign, pop-up stalls and commencement of bin inspections and tagging program.

CONSULTATION PROCESS

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

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.
- 6 Fails to create and deliver the strategic vision for the City
Context: Ensuring a vision is enduring and clear to all relevant stakeholders, guiding future decision making, delivered effectively and efficiently, and that progress is measurable and celebrated.

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

1. City Growth and Operations Quarterly Report January - March 2020 [13.1.1.1 - 11 pages]

Response to COVID-19

City Growth and Operations are responding to the ever changing COVID-19 situation by instigating projects aimed at increasing community well-being, stimulating the local economy and improving community infrastructure.

On advice of the National Cabinet all playgrounds have been closed, physical barriers are being erected and signage have been installed to enforce this closure. Despite this, and as an added precautionary measure, a cleaning schedule for playground equipment has been initiated.

City Growth and Operations are also increasing the inspection of public areas to determine ongoing litter and maintenance issues. There will be an increased servicing of these areas using local contractors to clean up litter hotspots, fix broken pathways, improve signage and increase the maintenance of verges.

Council has taken advantage of facility closures to bring forward a schedule of maintenance and renewal works using local contractors.

Waste service requests will now be online, allowing people to manage their bin requests from home. Kerbside collections will be maintained at the required frequency, with Council closely monitoring volumes of waste during this time to respond to fluctuating needs.

1 Family and Community

Objective 1.2

The wellbeing of our community is a focus for all of our work

Laneway Treatment Trial Program

Community consultation was undertaken from 14 February to 6 March 2020. The intention of this round of consultation was to gather feedback from residents about the effectiveness of the series of treatments that were put in place across 12 laneways. The results from this consultation are currently being assessed.

A report was presented to the Ordinary Meeting of Council on 17 March 2020, recommending a variety of treatments. As a result of the recommendations passed, a local contractor has been appointed to install gates at designated laneways.

4 A Future Focus

Objective 4.2

Infrastructure is fit for purpose

Roads

Annual reseal works forms a major part of Council's Capital Works projects. Reseal works are undertaken as a preventative maintenance solution to protect underlying pavement of ageing roads, thereby extending the life of the road as well as enhancing safety and comfort for road users. During this quarter \$120K of the annual budgeted amount of \$770k was spent resealing roads in Rosebery and along Temple Terrace. This brings the forecasted expenditure to over 60% of the annual allocated budgeted amount, demonstrating that the project is on track.

In addition to reseal works, during this quarter Council also completed reconstruction works in Moulden, Woodroffe, Driver, Gray, Bakewell, Yarrowonga and Pinelands. Reconstruction works are undertaken to rectify pavement failures due to cracking, potholes, depressions and shoving.



POTHOLES REPAIRED

(note: 19/20 Quarter)

Pathways

Delivering on Council's promise to improve the connectivity, safety and amenity of our pathway network an overall total of 595m² of pathway works was completed in this quarter. Some of these works included:

- 170m² newly constructed pathway from northern end of Long Park to connect to the existing concrete path in front of 30 Lorna Lim Tce.
- Total of 117m² damaged sections of pathway in Long Park replaced.
- 145m² of pathway replaced in Marlow Lagoon Recreation Area to rectify extensive cracking.



Newly constructed pathway from 30 Lorna Lim Tce to Long Park

During the next quarter the following works are planned to be undertaken and completed:

- Construction of a new pathway along Buscall Avenue, connecting the existing pathway adjacent to Wingate Court into Sanctuary Lakes. The width of this pathway will be 2.5m
- Works to widen existing pathways near schools on Essington Avenue (from 0.9m to 2.5m), Victoria Drive (0.9m to 2.5) and Emery Avenue (0.9m to 2m).

Driveways

A total of 11 new driveways were constructed to connect new homes to the road network within the new developments, as well as 13 permits issued to builders for the construction of new driveways where works were not undertaken by Council.

Due to significant cracking, works to replace five driveways was undertaken during this quarter in Moulden and Driver.

Stormwater

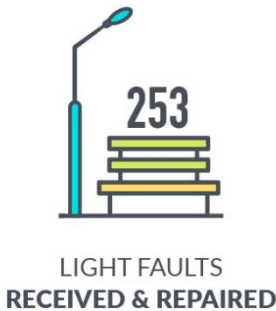
As part of regular scheduled maintenance works, the following drains were cleaned of any debris, sediments and vegetation to allow for easy/adequate passage of water during storm events, therefore prevention from flooding.

- Turnstone Park (between Lambrick Avenue and Shearwater Drive), Lancewood
- Lancewood Park (between Lambrick Avenue and Forrest Parade)
- Golden Grove Park (between Forrest Parade and Duwan Road)
- Surcingle Drive, Marlow Lagoon
- Approximately 487lm of stormwater pipe cleaning works was completed in Gunn towards Davenport Court, Latram Court, Wilton Court and Wyonga Court.

Lights

City Growth and Operations staff have recently developed a GIS dashboard that records all street light faults and dispatches repair work requests directly to the contractor. This system also allows contractors to upload photo's and description of repairs once works are complete.

Implementation of this new reporting and monitoring system has resulted in significant reduction in a response time, with more than 90% of all street light faults now being resolved within seven days from reporting. This quarter the average response time was less than five days.



Refurbishment of Palmerston Recreation Centre Flooring

Works to refurbish the entrance and foyer flooring at the Palmerston Recreation Centre (Centre) was bought forward, as there was an opportunity to complete these works whilst the Centre was closed to the public due to COVID-19.

This work included the removal of the existing vinyl overlay, polishing of the existing concrete floor and application of non-slip epoxy clear coat, coming to a total of \$18k.

Civic Plaza Building Alterations

Works to refurbish the first floor of Civic Plaza was completed this quarter. Works included, the demolishing of the old customer service area, expansion of the workspace area for the Corporate Services and City Growth and Operations teams, additional meeting rooms and installation of energy efficient LED lighting reducing emission costs. The overall project created a more open space environment.

Depot

Works were completed to replace the boundary fencing with chain mesh and fence wraps. This will improve security and provide more privacy.

5 Environment Sustainability

Objective 5.1

Reduce our footprint on the environment

Tree Planting

During this period, 408 trees were planted across the Municipality this quarter. This brings the number of trees planted in the 2020 financial year to 625. The planting of trees 625 trees equates to the removal of 13 tonnes of CO² from the atmosphere. The numbers of trees planted is also a significant increase from the 286 trees planted in the 2019 financial year.

Liveable Cities

Tenders for the beautification of Zuccoli Parade and Temple Terrace streetscapes were awarded this quarter to a local company, Paradise Landscaping. These programs involve grassing verges, replacing trees and landscaping roundabouts. Both projects have commenced with an anticipated completion date prior to end of the 2020 financial year.

These projects will inject approximately \$1M into the local economy and create 34 jobs.

Lakes

Water quality monitoring is conducted in March, June, September and December annually at key Palmerston sites. We also monitor two case study lakes on a monthly basis, Lake 6 & 10. The quarterly results indicate that there were elevated concentrations of nutrients in the lakes. This can lead to poor water quality and excess plant growth. City Growth and Operations is currently investigating the best management options for these lakes.

Objective 5.2

Palmerston is a cool, shaded, green city

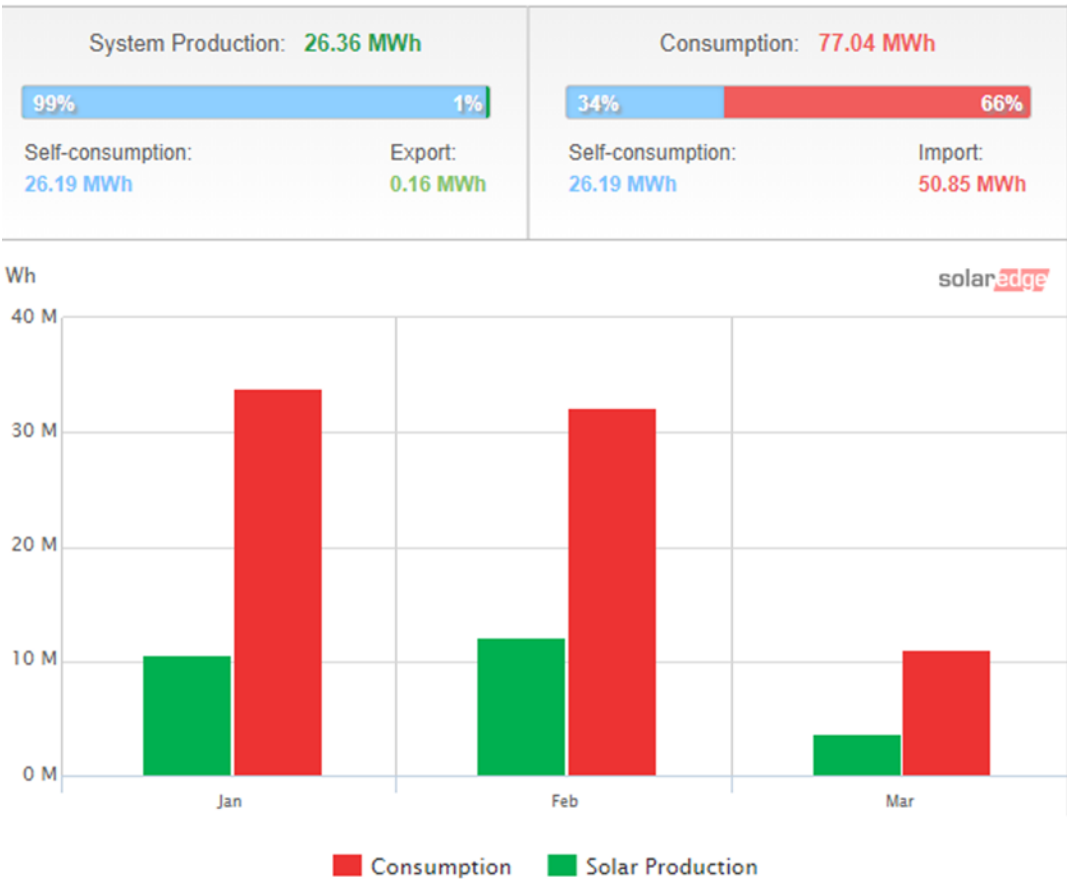
Solar Photovoltaic Systems on Council Buildings

Civic Plaza Solar Shade Structure

Technical specifications for the tender for the solar shade structures to be installed in the Civic Plaza carpark area are under development. It is anticipated that the tender for the works will be advertised by mid-May 2020.

City of Palmerston Library

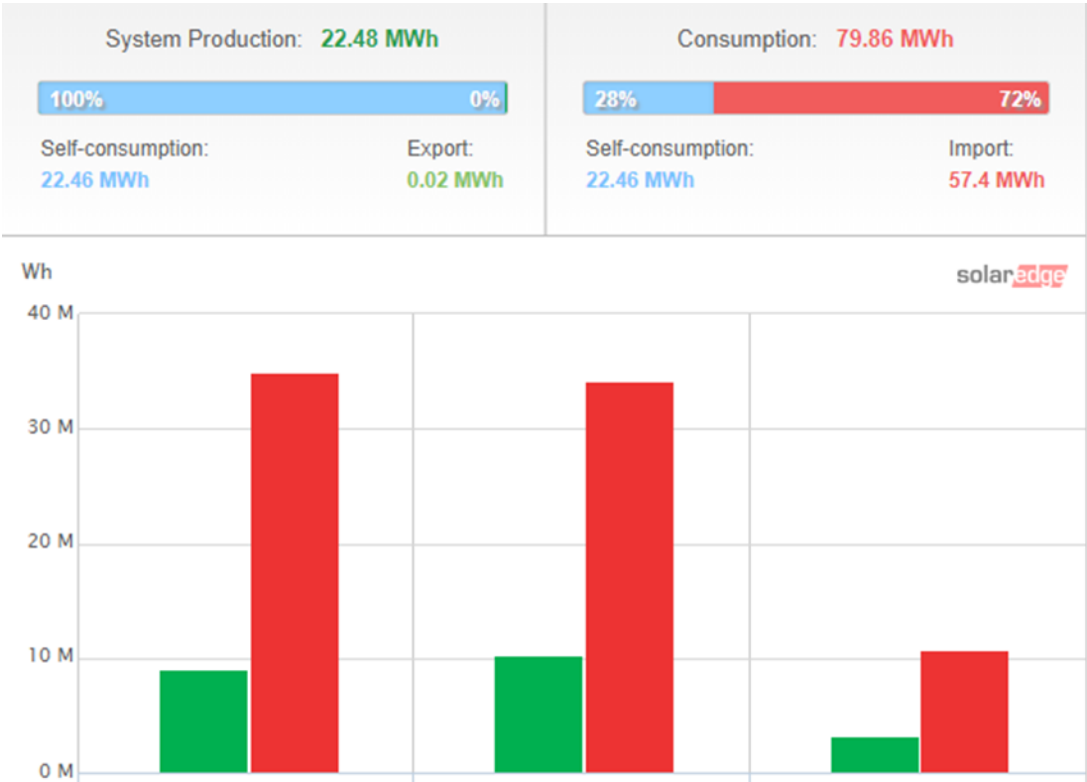
The use of solar PV at the City of Palmerston Library continues to align with previously estimated power and cost savings. In this quarter the system generated 34% of the library's electricity needs, equating to a cost saving of approximately \$7,857 for the quarter.



This program has resulted in significant environmental benefits. Since the system was installed in September 2018, there has been a reduction in 74 tonnes of CO² emissions which is equivalent to planting approximately 250 trees.

Palmerston Recreation Centre

In this quarter the Palmerston Recreation Centre solar PV system generated 28% of the centres electricity needs, equating to a cost saving of approximately \$6,600 for the quarter.



Since the installation of the system in March 2019, there has been a reduction in 27 tonnes of CO₂ emissions which is equivalent to planting approximately 93 trees.

Archer Waste Management Facility

Safety Improvements

Safety improvements were undertaken this quarter, improvements included the installation of a new entry sign, installation of fall from height warning signage and safety barriers across the front of the first two general waste bins. Barriers included wheel stops, boom gates and bollards.

Dangerous goods containers were also purchased to house hazardous materials, increasing safety for all users of the site. Containers purchased have side door entry option, which will allow for greater segregation of materials.



The following quantities of hazardous materials were collected in the last quarter (up until the 8th of March).

- Four 1000L Intermediate Bulk Containers filled with paint tins
- Batteries 7 tonnes (predominately these are car batteries of which 90% are recycled)
- Gas Cylinders 86 cylinders
- Small electronic goods 22 cubic meters

Council is working with Veolia to improve the validity of data by ensuring accurate measurement of paint. In addition, measures will be put in place to ensure that commercial quantities of waste, (in particular car batteries) are not being deposited incorrectly. This includes erecting signage, monitoring the site, and educating the public.

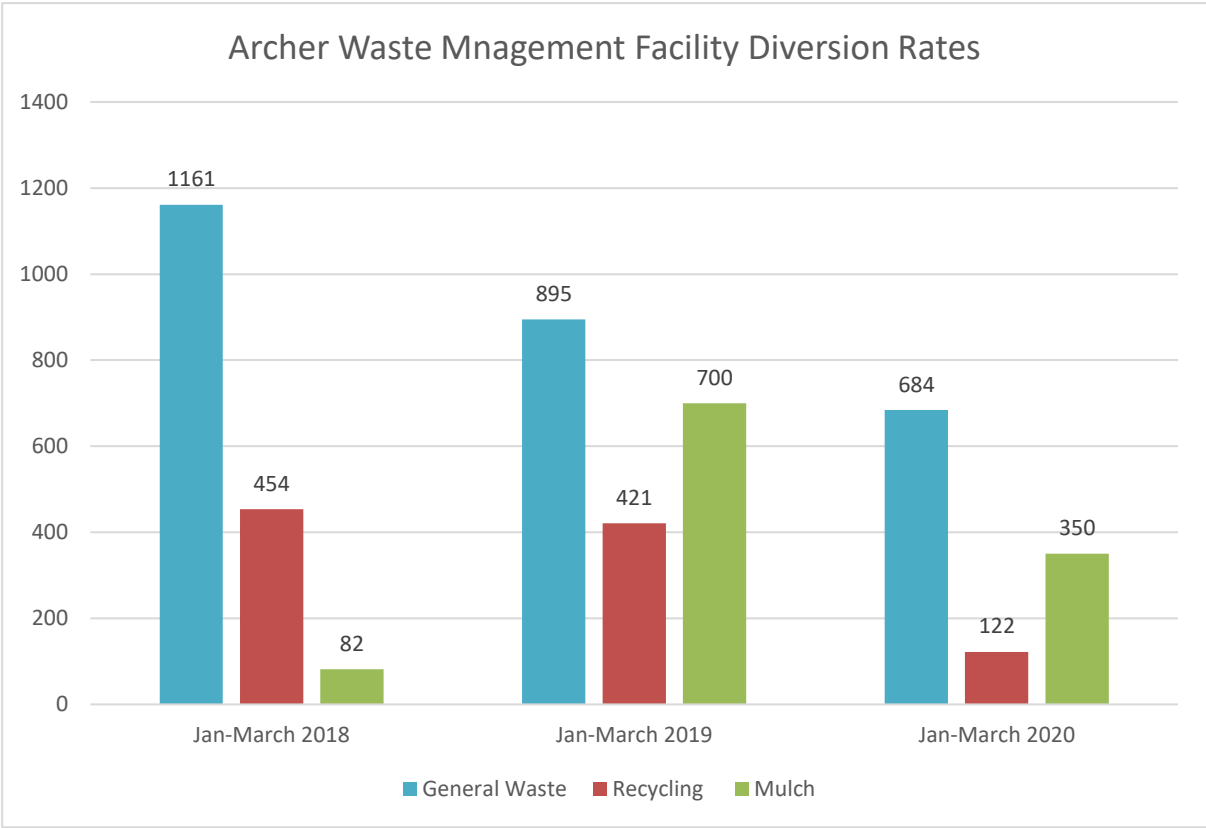
Waste Generation and Recycling Statistics

In this quarter (up until the 8th of March) the following amounts were collected and diverted at the Archer Waste Management Facility.

- 684 tonnes of general waste
- 122 tonnes of recyclable materials diverted
- 350 tonnes of green waste converted to mulch (160 tonnes sold)

In comparison to the same quarter in the previous two financial years, recycling totals are significantly less (see chart below, noting that statistics for the 2020 year have only been collected until the 8th of March).

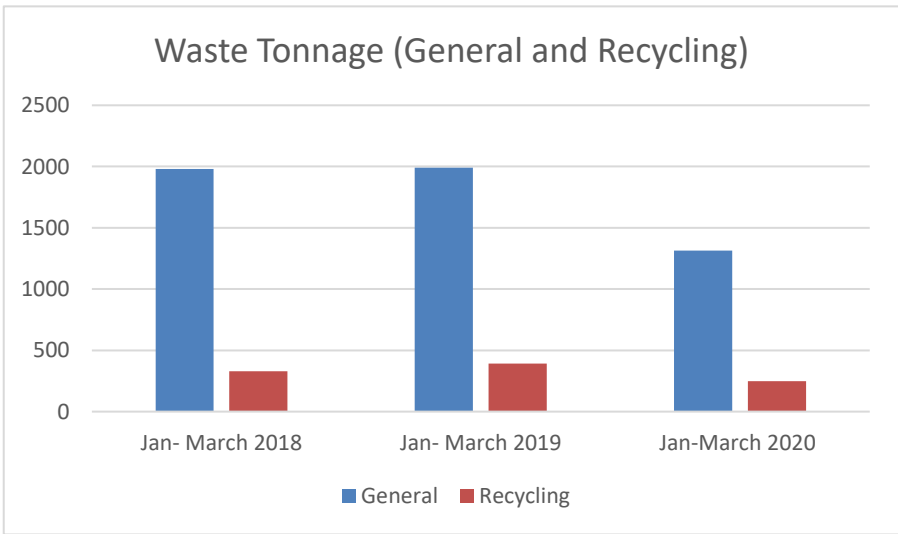
This may be in part due to a reduction in population (Darwin's population reduced by 5% in the 2019 calendar year), which is also reflected in the reduced total of general waste collected. There is also a need for greater separation of material to improve recycling rates. Staff that manage Archer Waste Management Facility have reported significant amounts of recyclable materials ending up in the general waste area. Council is undertaking a refurbishment of the Archer Waste Management Facility site, which is designed to make separation of refuse easier. This refurbishment will also result in staff interacting with the public to a greater degree, thereby monitoring and educating the public on correct recycling procedures.



Domestic Kerbside Waste Collection

General and Recyclable Waste Tonnage

Volumes of kerbside waste collection is consistent with previous years. While the graph below indicates that we have collected a lower volume for this period, this is due to only receiving statistics up until the end of February. Through our Waste Education Program, we are aiming to reduce the amount of waste going to landfill.



QUARTERLY REPORT JANUARY – MARCH 2020

Recycling

Approximately 248 tonnes of recycled material were collected in the third quarter (noting that March figures are not currently available). Of this the highest volume of material diverted was cardboard followed by HDPE plastic (see table below). Of the 248 tonnes collected only approximately 10 tonnes were recyclable due to contamination of the waste stream.

Contamination rates reached 99.2% in January 2020. There was an improvement in February with diversion rates increased by 6%.

Description	Contamination Rates 2019/20									
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	YTD
TNs Received	116.2	129.0	91.3	123.3	104.82	102.32	117.14	131.03	0.0	915.05
Contamination	113.4	111.6	80.4	90.0	81.90	109.58	116.23	122.13	0.0	825.07
Contamination %	97.6%	86.5%	88.1%	73.0%	78.1%	88.0%	99.2%	93.23%	0.0%	90.17%

Objective 5.3

Encourage personal action and taking a leadership role

Waste Education

Keep Australia Beautiful (KAB) have been engaged as delivery partners for the Waste Education Program 2020 (the Program). In February, KAB attended City of Palmerston to initiate the program and talk to key stakeholders. They undertook the following key steps:

- Met with interested staff members from Palmerston Council to discuss the Program (lunch and learn session on the 25 February, see image below).
- Met with staff at Moulden Park Primary School and Gray Primary School to determine specific needs.
- Undertook a site tour and meeting with key Cleanaway staff
- Undertook a site tour of the Archer Waste Management Facility and met with Veolia staff.
- Met with Enviro NT and Cool Mob, to discuss school engagement by Cool Mob, and possibilities for collaboration.
- Visited the Darwin Plastics Makers Space.
- Visited Envirobank and the Humpty Doo Recycling Centre.

The Next steps for the KAB component of the Program (to be completed before 30 June 2020):

- Schedule prepared for further school visits, community events, take the pledge campaign and pop-up stalls.
- Material for the Take the Pledge program (stickers, bin tags, flyers, advertisements) to be developed.
- A further visit from KAB to Palmerston to begin community engagement, undertake initial bin inspections and conduct school site visits.

The implementation of this program may be delayed due to COVI-19.

Schools program

The schools' component of the Waste Education Program will predominantly be undertaken through the KAB collaboration. In addition, Council is offering resources and information on how schools can facilitate improved recycling in the community. Recently the Palmerston College contacted Council

about recycling and how the students can get involved in the Program. The students are undertaking a media course in which they are designing an advert about recycling practices.

Council staff attended the school on the 9 March to talk about best practice how we can inform the community with tips for improved recycling.



Lunch and Learn Session for Council Staff with KAB



School visit to Palmerston College

6 Governance

Objective 6.1

Ensure we have a leading governance model



REQUESTS RECEIVED
OVERALL



REQUESTS COMPLETED
OVERALL

Request Type	Number of Requests
Tree Requests Received	49
Irrigation Repairs Completed	199
Playground Inspections Completed	26



WASTE REQUESTS
RECEIVED



WASTE REQUESTS
COMPLETED

Request Type	Number of Requests
New Service Requests Received	33



Attachment 13.1.1.1

CITY GROWTH AND OPERATIONS

QUARTERLY REPORT JANUARY – MARCH 2020

Request Type	Number of Requests
Damage Bins Repaired/Replaced	218
Stolen Bins Reported	48
Missed Service Collections Reported	28
Requests Received to Upgrade Service(s)	4
Requests Received for an Additional Service	1

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	City of Palmerston COVID-19 Stimulus Partnerships
MEETING DATE:	Tuesday 7 April 2020
AUTHOR:	Chief Executive Officer, Luccio Cercarelli
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this report is to inform on Council's requests for support from Government regarding COVID-19 response.

KEY MESSAGES

- COVID-19 is changing the way in which all of us live our daily lives and do business.
- Council is focused in ensuring we perform our role in stimulating the local economy and keeping Territorians in jobs.
- To do this, it is imperative that Council continue to put money into the local economy where possible.
- Council is unable to budget for a deficit.
- Council has identified several opportunities to work in partnership with the Australian and Territory Government.
- This report updates Council in the partnership approach it has made to the Minister for Local Government, Housing and Community Development (Minister) and Northern Territory Government (NTG), and representatives of the Federal Parliament.

RECOMMENDATION

THAT Report entitled City of Palmerston COVID-19 Stimulus Partnerships be received and noted.

BACKGROUND

COVID-19 is challenging the way in which all of us live our daily lives and do business.

COVID-19 is impacting business globally and locally in many ways including reduced trade, temporary business closures, social distancing restrictions, staffing issues and supply chain interruptions.

The Australian and Territory Governments are taking the lead in relation to responses, however at a local level Local Government have a role.

This report updates Council on partnership opportunities identified with Australian and Territory Governments to stimulate our local economy.

DISCUSSION

The Mayor and Minister met on 24 March 2020 (via teleconference) to discuss partnership opportunities identified by Council.

Additional meetings held by the Mayor advocating for Palmerston include:

- 27 March 2020
 - Senator Malarndirri McCarthy
 - Luke Gosling MP
 - Warren Snowden MP
- 31 March 2020
 - Senator Sam McMahon

The objectives of these partnerships are to:

- Keep money flowing into the local economy by expediting Council's forward Capital Works Projects
- Keeping local businesses operating
- Keeping Territorians employed
- Assisting local business to keep operating
- Delivering community infrastructure
- Expedite delivery of screwdriver major projects
- Health and well-being of our community.

The items that have been identified by Council and advocated include:

- Reducing the fixed costs of business

NTG support funding would allow Councils to offer rates concession for 2020/2021 to commercial, and industrial ratepayers who are experiencing financial hardship at this unprecedented time.

This offset, in turn, allows businesses to keep operating and employing Territorians and allows the Council to maintain its revenue and therefore put the expenditure back into in the local community via capital and other programs.

- Fast track capital works program

With financial support from the Government, Councils could expedite screwdriver ready, capital works programs by bringing locally focused projects forward that were planned for future years.

- Expansion of the Northern Territory Government Home Improvement Scheme

This is a request for the expansion to the Home Improvement Scheme currently on offer by the NTG for COVID-19 which could be extended to include unit complexes, multiple dwellings and body corporates.

This expanded Home Improvement Scheme would allow body corporates to unlock some of their sinking funds and bring within reach their projects for improving their complex, as well as adding value to their buildings and facilities.

- Screwdriver Ready Major Projects

- Gray Community Hall

- The City of Palmerston has an election commitment from the Commonwealth Government for \$1.455 million to fund the expansion of the Gray Community Hall, which we are yet to receive. This is a Screwdriver Ready Project that the City of Palmerston has been waiting patiently to begin. With the shutdown of council services, including the use of Gray Community Hall, this is an ideal opportunity to deliver this project and have it ready for when we are able to return to normal operations and service delivery.

The City of Palmerston is requesting fast-track of the \$1.445million promised for the Gray Community Hall.

- Splashing Out

- The City of Palmerston has also been applying for Building Better Regions Funding for the upgrade of the Palmerston Swimming and Fitness Centre which the NTG is already a partner in and has provided its grant funding. Council is seeking \$10million from the Commonwealth Government to deliver this key community health and well-being project.

Council has committed to provide free access to all pool users and committed \$2.5 million to the project.

- Australian Government Land Transport

- The Deputy Prime Minister has sought submissions for the fast-tracking of road project across Australia. The intention is to improve the safety and efficiency of local roads and contribute to the prosperity and well-being of local economies. City of Palmerston has submitted local road projects to the value of \$5,350,000. Council has identified funding it will commit to this initiative.

- Libraries Reimagined

- To ensure the ongoing delivery of community social and well-being programs Council is reimagining library services.

- This could take the form of provision of books and other resources being delivered in different ways such as:

- Contactless mobile library vending machines in the suburbs

- Job Keeper/New Start Skills and Retraining

The Northern Territory or Commonwealth Governments provide training and reskilling opportunities through registered training providers for people who are stood down or on JobKeeper that would like to upskill or retrain.

Consideration should be given to online training providers that can offer recognised qualifications such as certificate training, which can be completed from home while maintaining Social Distancing.

Existing employees could undertake this training as part of their Personal Development Programs whilst still being employed but stood down.

JobSeekers could access a training pathway whilst accessing JobSeeker Payment.

- **Supply Chain Support**

Councils may struggle to obtain essential supplies of cleaning products, sanitisers, surgical gloves and other materials that keep staff and the community safe.

The NTG Emergency Management Team may have established a logistics supply chain at this point and may be better placed in sourcing some essential items that will allow the City of Palmerston to operate in a safe manner moving forward.

A formal submission has been made to Minister McCarthy and Senator McMahon regarding the partnerships. If successful the partnerships could see the Australian, Territory Governments and Council expedite the injection of approximately \$31million into the local economy.

Council continues to work on a variety of other measures including but not limited to:

- 2020/2021 Budget Measures.
- Support Local – Program to support Palmerston businesses.
- Ongoing Delivery of community social, infrastructure and well-being programs.
- Financial hardship assistance measures for its ratepayers.

CONSULTATION PROCESS

Elected Members have been advised of the opportunities and the various meetings with the Government.

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

- Director Lifestyle and Community
- Director Organisational Services
- Executive Manager Community Services and Library Services

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

- Department of the Chief Minister
- Department of Local Government, Housing and Community Development

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

If the partnership opportunities are realised it would see the expedited injection of approximately \$31 million into the Palmerston community.

Council would need to fund its contributions to the various partnership via its current and 2020/2021 budget. The majority of programs exist within Council's forward works and would need to be brought forward.

These programs include public facilities, building renewal and capital projects, modernisation of the Palmerston Library and Recreation Centre, which will further inject funds into the Palmerston economy.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risk:

2. Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.
7. Fails to be agile to respond to growth opportunities
Context: Ensuring the organisation is positioned to respond quickly to take up opportunities for growth both internally and externally.

There is a risk that Council does not receive the funding and the stimulus into the local community is reduced impacting further on our community.

Council is ready and able to deliver the programs identified when funding is made available.

Given the evolving nature of this crisis, Council must remain agile in the way it responds for our community. Consideration of further local assistance and stimulus opportunities for our community are being investigated daily.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Appointment of Deputy Mayor - May to October 2020
MEETING DATE:	Tuesday 7 April 2020
AUTHOR:	Executive Assistant to Chief Executive Officer, Caroline Hocking
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 to appoint a Deputy Mayor for a five month period from 23 May to 23 October 2020.

KEY MESSAGES

- Section 43 of the *Local Government Act 2008* requires that an appointment of a deputy principle member be made.
- Council Policy *EM01 Elected Members* sets out that a Deputy Mayor shall be appointed for a five month period.
- The current Deputy Mayor appointment is due to expire on 22 May 2020 and it is being recommended for Council to determine its next appointment.
- It is acknowledged that the Mayor will at times not be available to perform duties, and the Deputy Mayor will be required to act in the position.
- Given the rapidly evolving COVID-19 situation, should the Mayor become unavailable the responsibility of duties will fall to the Deputy Mayor and should the Deputy Mayor become unavailable a decision by Council will be required to appoint an Acting Mayor.

RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor - May to October 2020 be received and noted.
2. THAT Council appoint _____ as Deputy Mayor for a period of five months in accordance with Council Policy *EM01 Elected Members*, commencing 23 May to 23 October 2020 (inclusive).

BACKGROUND

Since the election of its ninth Council Term, the following appointments have been made:

Elected Member	Appointment Date
Deputy Mayor Hale	18 April 2018 to 18 September 2018
Deputy Mayor Spick	19 September 2018 to 19 February 2019
Deputy Mayor Henderson	20 February 2019 to 20 July 2019
Deputy Mayor Giesecke	21 July 2019 to 21 December 2019
Deputy Mayor Morrison	22 December 2019 to 22 May 2020

DISCUSSION

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

At the Ordinary Council Meeting of 19 November 2019, Council resolved to appoint Alderman Morrison as the Deputy Mayor commencing 22 December 2019 to 22 May 2020 (inclusive). This period is now nearing completion.

Council now needs to nominate an Alderman as Deputy Mayor for the period commencing 23 May 2020 to 23 October 2020 (inclusive).

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

Given the rapidly evolving COVID-19 situation, should the Mayor become unavailable, the responsibility of duties will automatically fall to the Deputy Mayor. Should the Deputy Mayor become unavailable a decision by Council will be required to appoint a member as Acting Mayor.

CONSULTATION PROCESS

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

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

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risk:

7. Fails to be agile to respond to growth opportunities

Context: Ensuring the organisation is positioned to respond quickly to take up opportunities for growth both internally and externally.

The appointment of a Deputy Mayor is required by the *Local Government Act*.

The appointment will come into effect as of 23 May 2020.

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

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Community Benefit Scheme April 2020 Update
MEETING DATE:	Tuesday 7 April 2020
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Director of Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.
Governance: Council is trusted by the community and invests in things that the public value.

PURPOSE

This report provides Council with a summary of the Community Benefit Scheme (CBS) 2019/2020 activity to date and recommends updates to the *FIN18 Grants, Donations, Scholarships and Sponsorships* policy to allow Council to rapidly respond to community applications during the COVID-19 pandemic.

KEY MESSAGES

- Council actively supports initiatives which benefit the community through the CBS and will continue to do this during the COVID-19 pandemic.
- The COVID-19 pandemic has impacted community events and activities, which has resulted in changes to some successful funding agreements and limited ability for new applications to be submitted under current arrangements.
- The CBS provides an opportunity for Council to further support community organisations and businesses during this tough time if some minor amendments are made to the existing policy.
- Staff recommend temporarily amending the policy to allow the Chief Executive Officer (CEO) to waive the criteria of one successful application per organisation per financial year.
- Staff recommend temporarily amending the policy to allow the CEO to approve submissions up to \$5,000 (increase from up to \$2,000) to assist in expediting the processing of CBS applications.
- Staff recommend broadening the CBS to allow Palmerston businesses to access the funding to make alterations to their business or business model in response to COVID-19 to assist in keeping Territorians employed under the Special Projects criteria.
- Council has provided to date a total of \$88,040 in grants, scholarships, sponsorships and donations, including representation support, from the 2019/2020 fund.
- A balance of \$41,960 remains in the Community Benefit Scheme, an additional \$20,000 for the Environmental Initiative and \$5,000 for Graffiti Removal grants.
- Staff recommend combining these Community Benefit Fund funds with the Environmental Initiatives funding (totalling \$61,960) into one general pool for the remainder of the 2019/2020 financial year. This is aimed at making access to the funding simpler and more accessible.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme April 2020 Update be received and noted.
2. THAT Council endorse amended Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships* to the report entitled Community Benefit Scheme April 2020 Update, to remain in place until 30 June 2020 in response to COVID-19.
3. THAT Council approve combining the Community Benefit Scheme and the Environmental Initiatives funds remaining in 2020/2021 into a general Community Benefit Fund for the remainder of the current financial year to assist during COVID-19.

BACKGROUND

To support City of Palmerston's Vision of 'A Place for People', Council provides a range of funding via the Community Benefit Scheme (CBS), Environmental Initiative Budget and operational budget.

Grants, donations and sponsorships are available for eligible community groups offering activities, projects and services that benefit the Palmerston community. Individuals may be supported by scholarships or representation support donations, if they are representing our City, Territory or Nation. Palmerston schools are offered a donation of \$100 annually, to support an award for Community Service, for one or more students. Council may elect to offer and promote Special Projects Expressions of Interest to encourage requests for financial support for various initiatives.

Council has extended its funding range by the introduction of support for activities directly benefitting the local environment, resulting in positive flow-on effects for the community.

Funds available annually: CBS budget of \$130,000, \$20,000 budget for Environmental Initiatives and \$5,000 (operational budget) for Graffiti Removal grants.

Ordinarily, funding applications are received, processed, considered and determinations made, leading to funds being disbursed. As Council operates the funding schemes continuously (i.e. without funding rounds) applications are received for a range of events, activities and services that may be scheduled for weeks, months or even years later, in the case of multi-year funding agreements.

DISCUSSION

The impacts of COVID-19 are being felt in our community, with some previously funded events and activities being cancelled, postponed or left in doubt. Staff observed a slowing of funding applications received during March, presumably in response to uncertainty around health advice and potential cancellations of events and activities as the COVID-19 pandemic took effect.

Most applications submitted traditionally through the CBS are unlikely to be able to be delivered due to the changing requirements around community participation due to COVID-19 restrictions. Examples of usual funding that will no longer be able to be expended is for purposes such as travel for representational sports or funding community events. Events that cannot run as scheduled may require deferment or return of Council funds; discussions with applicants of potentially affected events/activities are ongoing.

Where possible, Council prefers to roll over successful funding to support the postponed or subsequent event/activity. The uncertainty of the projected length of time that COVID-19 will affect events and activities is likely to result in return of funds followed by reapplication for funding in the next financial year. Fluctuations in available funding are to be expected in the short term

Therefore, to ensure Council is still supporting the community at this time officers recommend that the CBS be realigned to focus on quickly supporting community projects (for community development) or Palmerston businesses (for local economic stimulus).

Staff recommend the following which has been reflected in **Attachment 13.2.2.3:**

- That the CBS to be opened up to include Palmerston businesses not only community organisations.
- The business support is aimed at funding Palmerston businesses to make improvements to their premises or operations to support local jobs and keep businesses open. This can be enacted via the revised Policy by using the Special Projects criteria.
- To ensure a streamlined process staff recommend temporarily amending the policy to allow the CEO to approve submissions up to \$5,000 (increased up from \$2,000) as a way to assist in more rapidly processing CBS applications and getting funding into the community faster. Requests in excess of \$5,000 and all scholarship applications would still be referred by the CEO to Council with a recommendation.
- Further amending the policy to allow the CEO to waive the criteria of just one successful application per organisation per financial year This will allow organisations that have already received funding during this financial year, who may be able to create an initiative to support the community, to apply again.
- Staff also recommend combining Community Benefit Fund funds with the Environmental Initiatives funding (totalling \$61,960) into one general pool for the remainder of the financial year to increase funds to be accessed under the CBS.

Remaining funds will be made available to organisations, businesses and groups offering services and support to residents experiencing hardship due to pandemic restrictions affecting people's incomes and access to services. Promotion of this funding will target businesses and organisations requiring assistance of up to \$5,000 to purchase goods to boost their community outreach capabilities quickly or to keep their business open. For example, for community groups: food storage and cooking appliances to allow greater provision of healthy meals for delivery to at-risk residents. For businesses, an example may be designing a website or buying personal protective equipment for staff.

Council remains committed to supporting our community during the challenging conditions resulting from the viral pandemic, while adhering to the requirements and obligations set out to protect people and limit the spread of COVID-19. Wherever possible committed funds will be made available to the successful applicants, when the circumstances allow, and new applications will be processed as quickly as possible.

CONSULTATION PROCESS

If FIN18 Policy amendments are approved Council will widely promote the expanded CBS.

If not, Council will continue to promote funding opportunities to the community and assist applicants to benefit from the available funding initiatives.

During March funding promotional activities were planned but not implemented due to the higher priority community consultation regarding the COVID-19 Pandemic and its flow-on affects to the community:

- Council's Facebook post was postponed
- The Mayor's radio notes scheduled in March were again postponed
- Council's website home page continues to promote CBS with a link to further information
- The Community Services Officer presented an overview of the CBS program to approx. 35 participants of the 17 March 2020 Palmerston and Rural Youth Services network meeting

POLICY IMPLICATIONS

The current Council Policy is FIN18 – Grants, Donations, Sponsorships and Scholarships. **Attachment 13.2.2.2**

If the policy amendments are supported as outlined in this report, FIN 18 – Grants, Donations, Sponsorships and Scholarships would be amended until 30 June 2020. **Attachment 13.2.2.3**

BUDGET AND RESOURCE IMPLICATIONS

The Community Benefit Scheme budget for the 2019/2020 financial year is \$130,000. At the time of writing \$41,960 remains unexpended. \$88,040 has been awarded to eligible applicants, however the cancellation of some community events may result in a return of funds; at this point this is unclear.

The successful applicant during March, Tennis NT, will advise as soon as possible if and when the activity will go ahead; funding of \$2,000 will then be disbursed.

The scholarship application received recently was withdrawn to enable the applicant to resubmit a modified application for \$3,225.90, which is under consideration. Two other grant applications, totalling \$2,500, are currently being considered.

Requests currently under consideration total \$5,725.90.

A total of \$20,000 remains available for Environmental Initiatives and an additional \$5,000 for Graffiti Removal grants.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders
Context: Council needs to be credible and trusted by those within and external to the Council.
- 2 Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.

There is a risk that funding awarded this year will not be expended as intended. To date Council has been advised of the postponement of only one funded event: Walking Off the War Within, scheduled 1 April 2020. Council awarded \$1,000 sponsorship towards this event, which has not yet been disbursed. These funds will be retained by Council until a new event date is advised.

Territory-wide cancellations include public ANZAC Day Services. Council funded this annual event with \$10,000 and will continue to support this organisation as they consider how to commemorate this day in a different form.

Council also supports a significant Palmerston-based golfing tournament event, with \$30,000 annual sponsorship as part of its three-year funding agreement with the organiser. Currently these funds have not been disbursed as we wait for the organiser to confirm event details.

The remaining public event (that may be cancelled), which has been supported with already disbursed funds, is City of Palmerston Seniors Fortnight (\$18,000). Council will discuss ongoing issues with applicants/organisers as they arise.

There is also a risk that if Council includes businesses under Special Projects that funds could be awarded to a business that fold in this current climate. A procedural form for the new Special Project category for businesses will require the business applicant to include a quote for the scope of works to be undertaken and a declaration for when the works will commence before Council awards funds.

There is a risk that as Council streamlines the process and make access to funding easier that this year's funds are exhausted before the end of the financial year.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

No Environmental Initiative funding applications have been received to date.

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

1. Community Benefit Scheme - April 2020 Update [13.2.2.1 - 6 pages]
2. Co P FI N 18 Grants, Donations, Scholarships and Sponsorships Policy [13.2.2.2 - 5 pages]
3. Co P FI N 18 Grants, Donations, Scholarships and Sponsorships Policy with Changes Highlighted [13.2.2.3 - 5 pages]

City of Palmerston Approved Community Benefit Scheme Applications, April 2020 Update
(Correct to 31 March 2020)

Representation Support

Date	Activity	Applicant	Amount Requested	Amount Approved
01.07.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
01.07.2019	Individual	Resident: Under 12 Rugby Union Queensland State Championships: 5-7 July 2019: Toowoomba	\$250	\$250
01.07.2019	Individual	Resident: Under 16 Rugby Union Queensland State Championships: 5-7 July 2019: Toowoomba	\$250	\$250
01.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October – 1 November 2019: Canberra	\$250	\$250
10.07.2019	Individual	Resident: Jack Newton International Sub-Junior Classic golf: 30 September - 4 October 2019: Hunter Valley	\$250	\$250
10.07.2019	Individual	Resident: Basketball - Australian Junior Club Championships: 30 September - 5 October 2019: Ballarat	\$250	\$250
15.07.2019	Individual	Resident: Under 12 School Sports NT Netball Championship: 14-20 September 2019: Canberra	\$250	\$250
18.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October – 1 November 2019: Canberra	\$250	\$250
23.07.2019	Individual	Resident: Basketball - Australian Junior Club Championships: 30 September - 5 October 2019: Ballarat	\$250	\$250
23.07.2019	Individual	Resident: Under 12 Girls Basketball Championships: 10-16 August 2019: Bendigo	\$250	\$250
23.07.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
23.07.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
23.07.2019	Individual	Resident: Combined Cross Country: 3-26 August 2019: Wollongong	\$250	\$250

24.07.2019	Individual	Resident: Combined Cross Country: 3-26 August 2019: Wollongong	\$250	\$250
24.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1st November 2019: Canberra	\$250	\$250
24.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
29.07.2019	Individual	Resident: Ironman World Championships: 12 October 2019: Hawaii	\$250	\$250
30.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
30.07.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
01.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
07.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 18-21 September 2019: Kawana Waters	\$250	\$250
07.08.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
11.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
23.08.2019	Individual	Resident: Under 17 Girls Basketball Championships: 15-20 September 2019: Cairns	\$250	\$250
26.08.2019	Individual	Resident: Combined Cross Country: 23-26 August 2019: Wollongong	\$250	\$250
26.08.2019	Individual	Resident: Under 12 Boys Basketball Championships: 15-20 September 2019: Cairns	\$250	\$250
26.08.2019	Team	Team: Gymnastics Australia National Clubs Carnival WAG Level 5: 26-27 September 2019: Gold Coast	\$750	\$750
27.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 14-21 September 2019: Kawana Waters	\$250	\$250
27.08.2019	Individual	Resident: Under 18 NT Touch Football Championships: 14-21 September 2019: Kawana Waters	\$250	\$250
28.08.2019	Individual	Resident: Australian Junior Athletics National Championships: 18-23 September 2019: Darwin	\$250	\$250

28.08.2019	Individual	Resident: Under 14 Girls Basketball Championships:30 September - 5 October 2019: Ballarat, Victoria	\$250	\$250
29.08.2019	Individual	Resident: Gymnastics Australia National Clubs Carnival WAG Level 6: 26-27 September 2019: Gold Coast	\$250	\$250
29.08.2019	Individual	Resident: Under 13 Girls NT Hockey Championships: 2-8 October 2019: Hobart	\$250	\$250
05.09.2019	Individual	Resident: School Sport Touch football NT Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
10.09.2019	Individual	Resident: Under 12 School Sports NT Tennis Championships: 12-19 October 2019: Perth	\$250	\$250
13.09.2019	Individual	Resident: Australian All Schools Athletics Championships: 6-8 December 2019: Perth	\$250	\$250
24.09.2019	Individual	Resident: NT U14 Girls Indigenous Basketball Championships: 15-20 December 2019: Cairns	\$250	\$250
9.10.2019	Individual	Resident: NT 2019 Senior Sides Series (Lawn Bowls) Competition: 19-24 October: Ettalong	\$250	\$250
11.10.2019	Individual	Resident: SingaCup (soccer) NT representation: 2-3 November 2019: Singapore	\$250	\$250
17.10.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
17.10.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
18.10.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
18.10.2019	Individual	Resident: Under 12 NT Touch Football Championships: 26 October - 1 November 2019: Canberra	\$250	\$250
11.11.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
12.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14-18 December 2019: Brisbane	\$250	\$250
13.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14 - 18 December 2019 Brisbane	\$250	\$250
13.11.2019	Individual	Resident: 2019 Queensland Junior Teams Carnival (tennis): 14 - 18 December 2019 Brisbane	\$250	\$250

25.11.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
25.11.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
03.12.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
03.12.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
05.12.2019	Team	Paul Pearson Cup and Golf Clinic: 12-16 January 2020: Alice Springs	\$2,000	\$2,000
13.12.2019	Individual	Resident: National Australian Indigenous Basketball Competition: 15-20 December 2019: Cairns	\$250	\$250
Representation Individual Support			\$15,500	\$15,500

Sponsorships, Donations and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazalys Palmerston (agreement concludes 2020/2021)	\$30,000	\$30,000
3 year Sponsorship	Palmerston & Rural Seniors Fortnight	Palmerston & Litchfield Seniors Committee (agreement concludes 2020/2021)	\$18,000	\$18,000
05.07.2019	Special Children's Christmas Party	AM Media (Special Children's Christmas Party): 14 December 2019: Darwin Convention Centre	\$1,100	\$1,100
30.07.2019	Veterinary Assistance	Wildcare Incorporated	\$2,000	\$2,000
06.08.2019	Walk 2 Remember	Sids and Kids NT	\$2,000	\$2,000
19.08.2019	Wheelchair Rugby League	NT Wheelchair Rugby League	\$340	\$340
30.09.2019	Christmas Bash 2019	Palmerston 50+ Club	\$1,000	\$1,000

3 Year Sponsorship	ANZAC Day Services	RSL Palmerston Subbranch	\$10,000	\$10,000
27.11.2019	Town Communities Holiday Event	Amity Community Services Inc.	\$2,000	\$2,000
18.12.2019	Chicken, Worm and Aquaculture Supplies	Gray Community Garden Inc.	\$1,100	\$1,100
26.11.2019	International Women's Day Walk 2020	United Nations Association of Australia NT Division	\$2,000	\$1,000
8.01.2020	Walking Off the War Within 2020	Walking Off the War Within	\$2,000	\$1,000
13.02.2020	Open Court Session	Tennis NT	\$2,000	\$2,000
Sponsorships and Grants			\$71,540	\$71,540

Annual School Awards

Date Received	School	Amount Requested	Amount Received
03.09.2019	Woodroffe Primary School	\$100	\$100
16.09.2019	Mackillop Catholic College	\$100	\$100
16.09.2019	Forrest Parade School	\$100	\$100
24.09.2019	Gray Primary School	\$100	\$100
16.09.2019	Rosebery Primary School	\$100	\$100
16.09.2019	Bakewell Primary School	\$100	\$100
16.09.2019	Mother Teresa Catholic Primary School	\$100	\$100
20.09.2019	Driver Primary School	\$100	\$100
27.09.2019	Palmerston Christian School	\$100	\$100

09.10.2019	Moulden Park School	\$100	\$100
City of Palmerston Community Service Award		\$1,000	\$1,000

Community Benefit Scheme 2019/2020

	Budget	YTD	Balance
Grants/Donations/Sponsorships/ Scholarships Paid	\$130,000	\$88,040	\$41,960

In-Kind Support

Date Received	Activity	Applicant	Amount Requested	Amount Received
01.07.2019	Recreation Centre Venue Hire	Senior Indoor Croquet Club	\$500	\$500
19.08.2019	Recreation Centre Venue Hire	NT Wheelchair Rugby League	\$160	\$160
26.11.2019	Recreation Centre Venue Hire	Palmerston and Rural Regions School Sport	\$2,000	\$2,000
23.01.2020	Gray Hall Venue Hire	Top End Ballroom	\$500	\$500
In-Kind Support			\$3,160	\$3,160



POLICY

FIN18

Name:	Grants, Donations, Scholarships and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	5/11/2019	Next Review Date:	5/11/2023
Records Number:	365973	Council Decision:	9/0889

1 PURPOSE

Council actively supports initiatives which benefit the community. This Policy provides governance and outlines the support which is available by way of grants, donations, scholarships and sponsorships.

2 PRINCIPLES

Council is committed to the principles of open and transparent government, as well as ensuring Council is financially sustainable.

3 DEFINITIONS

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation may need to acquit funds provided. GST is not applicable. Council is recognised for its contribution.
Donation	Where Council provides financial or in-kind support to a community organisation carrying out a project, activity, or purchase of material goods. Acquittal of funds is not required. GST is not applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.
Scholarship	Where Council provides financial support for education or an educational activity. Acquittal of funds is not required. GST is applicable. Council is recognised for its contribution.
Representation	The action of speaking, competing or acting on behalf of Palmerston, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Palmerston. Representation Support is a form of Donation.

4 POLICY STATEMENT

4.1 Criteria for all categories of Grants, Donations and Sponsorships from Council

- 4.1.1 All requests for grants, donations and sponsorships must benefit the Palmerston Community, and must identify how the proposed activity/event/item relates to one or more of the objectives within the City of Palmerston Community Plan.



POLICY

FIN18

- 4.1.2 Each request must include a completed Community Benefit Scheme Application Form of the appropriate Category.
- 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.
- 4.1.4 Requests by commercial entities will not be considered except for as outlined in Clause 4.6.1 of this Policy or in the circumstance of an Expression of Interest for Special Projects in Palmerston.
- 4.1.5 Requests by individuals will not be considered except for Scholarships and for the purpose of Palmerston, Northern Territory or Australian representation.
- 4.1.6 Financial support will be restricted to one successful application per financial year.
- 4.1.7 A funding agreement prepared by Council, outlining conditions, must be signed by the successful applicant and returned to City of Palmerston prior to disbursement of funds.
- 4.2 Grants and Donation Requests
 - 4.2.1 Category 1 – Grant and Donation Requests for \$500 or less
 - 4.2.1.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2 Category 2 – Grant and Donation Requests for between \$501 and \$2,000
 - 4.2.2.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2.2 The organisation provides their details including appropriate registration as an incorporated community group or not-for-profit organisation, applicable insurance details, contact details of elected office holders and minuted details of the organisation's resolution to request funding.
 - 4.2.2.3 A letter of request which details the project, event, or material need, and drawing links between the benefit of the project and the City of Palmerston Community Plan, written by someone within the organisation holding an elected office must be submitted along with the completed Community Benefit Scheme Application Form.
 - 4.2.3 Category 3 – Grant and Donation Requests in excess of \$2,000
 - 4.2.3.1 All requests must comply with requirements set out in 4.2.2 above.
 - 4.2.3.2 In addition, the organisation must submit a project brief including the projected budget.
 - 4.2.3.3 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
 - 4.2.3.4 If the grant application is for funds greater than \$10,000, then the organisation is to provide its most recent audited financials.
 - 4.2.3.5 A full acquittal of funds is required for grants but is not required for donations.
- 4.3 Sponsorship
 - 4.3.1 The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits.
 - 4.3.2 The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer or Council.
 - 4.3.3 The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording. Council will seek permission from the individual/s photographed or recorded.



POLICY

FIN18

4.3.4 Where recurring annual sponsorship is agreed upon, the organisation must comply with criteria set out in the Agreement, and Council must resolve to provide the recurring funding.

4.3.5 No acquittal is required.

4.4 Scholarships

4.4.1 Individuals are eligible to apply for scholarships.

4.4.2 Applicant must be a resident of Palmerston.

4.4.3 Applicant must be an Australian Citizen or holder of an Australian Permanent Resident Visa.

4.4.4 Applicant must be undertaking study or be enrolled in an accredited tertiary educational institution or training provider delivering qualifications adhering to the Australian Quality Training Framework.

4.4.5 Applicant must be enrolled full time or part time for the duration of the Scholarship.

4.4.6 If successful, a Scholarship Agreement will be developed with each applicant and include scholarship value, scholarship duration, ongoing eligibility and other obligations and conditions.

4.4.7 A scholarship may be terminated if the recipient ceases to meet the eligibility criteria, withdraws from his/her course or if the recipient breaches any conditions of the Scholarship Agreement.

4.5 Representation Support

Council may decide to support individuals and teams based in City of Palmerston and representing Palmerston, Northern Territory or Australia in sporting and other challenges, activities and events within the Northern Territory, interstate and internationally.

4.5.1 Funding will be from the Community Benefits Scheme allocation and considered a donation.

4.5.2 Pre-determined amounts of support will be available for Individuals and Teams.

4.5.3 Individuals may request \$250 to assist their representation. All team members may request individually however, where an individual is successful, that individual is ineligible to receive additional funding as part of a team application.

4.5.4 Teams may request \$250 per competing team member, up to the total value of \$2,000 to assist team representation. A list of competing team members is to be included with the team application. Where a team application is successful, a member of that team is ineligible to also apply as an individual.

4.5.5 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.

4.5.6 Requests must be submitted prior to the event and dates of travel. Retrospective applications will not be eligible.

4.5.7 Requests for representation funding will be via Application, where the applicant meets eligibility.

4.5.8 Representation eligibility criteria:

4.5.8.1 Individuals must be Palmerston residents; or

4.5.8.2 Teams must be Palmerston-based.

4.5.9 Supporting documentation must include evidence of competition/activity/event participation.

4.6 Environmental Initiatives

Subject to the conditions provided for in 4.1 and 4.2 of this policy, Council will support environmental initiatives up to a cumulative total of \$20,000 per annum, where there is a



POLICY

FIN18

demonstrated improvement that can be achieved in the environment as a result of the project/initiative. These initiatives may include, but are not limited to:

- Waste reduction strategies (reducing non-recyclables or single use containers)
- Water or energy efficiency opportunities
- Rehabilitation of the environment (native planting / litter collection)

4.6.1 Exclusive to the requirements provided for in 4.1, grant funding will be available to commercial entities per environmental project/initiative, per year, subject to 50% to the cost of the project being matched by the applicant.

4.6.2 Written justification for the initiative must be provided, detailing the environmental benefit which will be delivered as a result of the project, and aligned with the outcomes of the City of Palmerston Community Plan.

4.7 Graffiti Removal

Council will support initiatives for graffiti removal with grant funding. This grant funding is exclusive of the conditions provided under 4.1 and 4.2 of this policy. Funding will be granted subject to the following conditions:

4.7.1 This grant funding will be restricted to an amount of \$500 per request and is accessible by community groups only.

4.7.2 The Graffiti Removal Grant Form has been submitted and includes supporting evidence as detailed in the form. This includes providing evidence of owner's consent to undertake the graffiti removal from a proposed location.

4.7.3 The funds must be acquitted, and evidence of the graffiti removal provided to Council upon completion of the project.

4.8 Special Projects

Council may elect to offer and promote Special Projects Expressions of Interest to encourage requests for financial support for various initiatives.

4.8.1 These may be short-term or long-term projects and will be offered as determined by Council Decision, including maximum value of and length of time of offer.

4.8.2 Funding for Special Projects will be from the Community Benefits Scheme.

4.8.3 Requests for these Special Projects will be via Expression of Interest, where the applicant meets eligibility as specified per Special Project criteria.

4.8.4 Special Project criteria may differ from 4.2 in that:

4.8.4.1 Successful funding through the Community Benefit Scheme does not preclude successful Special Projects funding.

4.8.4.2 Expressions of Interest may be accepted from businesses and individuals if there is clear community benefit.

4.9 Annual School Awards

Council will provide the sum of \$100 annually to all schools within the municipality for the purpose of a "City of Palmerston Community Service Award", to be awarded at the time and under the criteria deemed fit by the recipient school. Schools will be invited in July to apply for the funding by submitting details requested. Only schools responding to invitations as requested will be awarded funding.

4.10 Responsibilities of the Chief Executive Officer

4.10.1 All requests under \$2,000 are at the discretion of the Chief Executive Officer, with the exception of scholarship applications.

FIN18

- 4.10.2 Requests in excess of \$2,000 and all scholarship applications are to be referred by the Chief Executive Officer to Council with a recommendation.
- 4.10.3 The Chief Executive Officer is required to maintain a register of all grants, donations, scholarships and sponsorships made under delegation.
- 4.10.4 Where a request for a Grant, Donation, Scholarship or Sponsorship is made which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be referred, with recommendation to Council for consideration and determination.
- 4.10.5 A report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

5 ASSOCIATED DOCUMENTS

- 5.1 Application forms will be available on Council's website

6 REFERENCES AND RELATED LEGISLATION

Name:	Grants, Donations, Scholarships and Sponsorships		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	5/11/2018	Next Review Date:	31/08/2020
Records Number:	365973	Council Decision:	To be inserted

1 PURPOSE

Council actively supports initiatives which benefit the community. This Policy provides governance and outlines the support which is available by way of grants, donations, scholarships and sponsorships.

2 PRINCIPLES

Council is committed to the principles of open and transparent government, as well as ensuring Council is financially sustainable.

3 DEFINITIONS

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

Term	Definition
Grant	Where Council provides financial or in-kind support to a community organisation carrying out a project or activity benefitting the community, and where the organisation may need to acquit funds provided. GST is not applicable. Council is recognised for its contribution.
Donation	Where Council provides financial or in-kind support to a community organisation carrying out a project, activity, or purchase of material goods. Acquittal of funds is not required. GST is not applicable. Council is recognised for its contribution.
Sponsorship	Where Council provides financial or in-kind support to a community activity or event, and where Council is widely identified as a sponsor of the event as per details in the Agreed Conditions of Funding. Acquittal of funds is not required. GST is applicable.
Scholarship	Where Council provides financial support for education or an educational activity. Acquittal of funds is not required. GST is applicable. Council is recognised for its contribution.
Representation	The action of speaking, competing or acting on behalf of Palmerston, Northern Territory or Australia as part of a team, a community group or as an individual in a sporting or other challenge where the nominated individual is based in Palmerston. Representation Support is a form of Donation.

4 POLICY STATEMENT

4.1 Criteria for all categories of Grants, Donations and Sponsorships from Council

- 4.1.1 All requests for grants, donations and sponsorships must benefit the Palmerston Community, and must identify how the proposed activity/event/item relates to one or more of the objectives within the City of Palmerston Community Plan.

- 4.1.2 Each request must include a completed Community Benefit Scheme Application Form of the appropriate Category.
- 4.1.3 Community groups, incorporations and not for profit organisations are eligible to apply for grants, donations and sponsorships.
- 4.1.4 Requests by commercial entities will not be considered except for as outlined in Clause 4.6.1 of this Policy or in the circumstance of an Expression of Interest for Special Projects in Palmerston.
- 4.1.5 Requests by individuals will not be considered except for Scholarships and for the purpose of Palmerston, Northern Territory or Australian representation.
- 4.1.6 **Financial support will not be restricted to one successful application per financial year.**
- 4.1.7 A funding agreement prepared by Council, outlining conditions, must be signed by the successful applicant and returned to City of Palmerston prior to disbursement of funds.
- 4.2 **Grants and Donation Requests**
 - 4.2.1 Category 1 – Grant and Donation Requests for \$500 or less
 - 4.2.1.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2 Category 2 – Grant and Donation Requests for between \$501 and \$2,000
 - 4.2.2.1 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
 - 4.2.2.2 The organisation provides their details including appropriate registration as an incorporated community group or not-for-profit organisation, applicable insurance details, contact details of elected office holders and minuted details of the organisation's resolution to request funding.
 - 4.2.2.3 A letter of request which details the project, event, or material need, and drawing links between the benefit of the project and the City of Palmerston Community Plan, written by someone within the organisation holding an elected office must be submitted along with the completed Community Benefit Scheme Application Form.
 - 4.2.3 Category 3 – Grant and Donation Requests in excess of \$2,000
 - 4.2.3.1 All requests must comply with requirements set out in 4.2.2 above.
 - 4.2.3.2 In addition, the organisation must submit a project brief including the projected budget.
 - 4.2.3.3 Evidence of alternate sources of funding, to a minimum of 30% of the project costs, must be provided.
 - 4.2.3.4 If the grant application is for funds greater than \$10,000, then the organisation is to provide its most recent audited financials.
 - 4.2.3.5 A full acquittal of funds is required for grants but is not required for donations.
- 4.3 **Sponsorship**
 - 4.3.1 The organisation must submit a copy of the Sponsorship Package which details all levels/categories of sponsorship including costs and benefits.
 - 4.3.2 The organisation is responsible for the appropriate display of Council's branding, as deemed appropriate by the Chief Executive Officer or Council.
 - 4.3.3 The organisation must permit Council to attend the funded event/program for the purpose of taking photos and/or video recording. Council will seek permission from the individual/s photographed or recorded.

- 4.3.4 Where recurring annual sponsorship is agreed upon, the organisation must comply with criteria set out in the Agreement, and Council must resolve to provide the recurring funding.
- 4.3.5 No acquittal is required.

4.4 Scholarships

- 4.4.1 Individuals are eligible to apply for scholarships.
- 4.4.2 Applicant must be a resident of Palmerston.
- 4.4.3 Applicant must be an Australian Citizen or holder of an Australian Permanent Resident Visa.
- 4.4.4 Applicant must be undertaking study or be enrolled in an accredited tertiary educational institution or training provider delivering qualifications adhering to the Australian Quality Training Framework.
- 4.4.5 Applicant must be enrolled full time or part time for the duration of the Scholarship.
- 4.4.6 If successful, a Scholarship Agreement will be developed with each applicant and include scholarship value, scholarship duration, ongoing eligibility and other obligations and conditions.
- 4.4.7 A scholarship may be terminated if the recipient ceases to meet the eligibility criteria, withdraws from his/her course or if the recipient breaches any conditions of the Scholarship Agreement.

4.5 Representation Support

Council may decide to support individuals and teams based in City of Palmerston and representing Palmerston, Northern Territory or Australia in sporting and other challenges, activities and events within the Northern Territory, interstate and internationally.

- 4.5.1 Funding will be from the Community Benefits Scheme allocation and considered a donation.
- 4.5.2 Pre-determined amounts of support will be available for Individuals and Teams.
- 4.5.3 Individuals may request \$250 to assist their representation. All team members may request individually however, where an individual is successful, that individual is ineligible to receive additional funding as part of a team application.
- 4.5.4 Teams may request \$250 per competing team member, up to the total value of \$2,000 to assist team representation. A list of competing team members is to be included with the team application. Where a team application is successful, a member of that team is ineligible to also apply as an individual.
- 4.5.5 Requests are to be made in writing, with description of purpose and need of financial or in-kind support and must fulfil all criteria in 4.1 above.
- 4.5.6 Requests must be submitted prior to the event and dates of travel. Retrospective applications will not be eligible.
- 4.5.7 Requests for representation funding will be via Application, where the applicant meets eligibility.
- 4.5.8 Representation eligibility criteria:
 - 4.5.8.1 Individuals must be Palmerston residents; or
 - 4.5.8.2 Teams must be Palmerston-based.
- 4.5.9 Supporting documentation must include evidence of competition/activity/event participation.

4.6 Environmental Initiatives

Subject to the conditions provided for in 4.1 and 4.2 of this policy, Council will support environmental initiatives up to a cumulative total of \$20,000 per annum, where there is a

demonstrated improvement that can be achieved in the environment as a result of the project/initiative. These initiatives may include, but are not limited to:

- Waste reduction strategies (reducing non-recyclables or single use containers)
- Water or energy efficiency opportunities
- Rehabilitation of the environment (native planting / litter collection)

4.6.1 Exclusive to the requirements provided for in 4.1, grant funding will be available to commercial entities per environmental project/initiative, per year, subject to 50% to the cost of the project being matched by the applicant.

4.6.2 Written justification for the initiative must be provided, detailing the environmental benefit which will be delivered as a result of the project, and aligned with the outcomes of the City of Palmerston Community Plan.

4.7 Graffiti Removal

Council will support initiatives for graffiti removal with grant funding. This grant funding is exclusive of the conditions provided under 4.1 and 4.2 of this policy. Funding will be granted subject to the following conditions:

4.7.1 This grant funding will be restricted to an amount of \$500 per request and is accessible by community groups only.

4.7.2 The Graffiti Removal Grant Form has been submitted and includes supporting evidence as detailed in the form. This includes providing evidence of owner's consent to undertake the graffiti removal from a proposed location.

4.7.3 The funds must be acquitted, and evidence of the graffiti removal provided to Council upon completion of the project.

4.8 Special Projects

The Chief Executive Officer is delegated to offer and promote Special Projects to encourage requests for financial support for various initiatives in our community.

4.8.1 Any projects offered will include a maximum value and the length of time of offer.

4.8.2 Funding for Special Projects will be from the Community Benefits Scheme.

4.8.3 Special Project criteria may differ from 4.2 in that:

4.8.4.1 Successful funding through the Community Benefit Scheme does not preclude successful Special Projects funding.

4.8.4.2 Special Projects funding may be accepted from businesses and individuals if there is clear community benefit.

4.9 Annual School Awards

Council will provide the sum of \$100 annually to all schools within the municipality for the purpose of a "City of Palmerston Community Service Award", to be awarded at the time and under the criteria deemed fit by the recipient school. Schools will be invited in July to apply for the funding by submitting details requested. Only schools responding to invitations as requested will be awarded funding.

4.10 Responsibilities of the Chief Executive Officer

4.10.1 All requests up to \$5,000 are at the discretion of the Chief Executive Officer, with the exception of scholarship applications.

4.10.2 Requests in excess of \$5,000 and all scholarship applications are to be referred by the Chief Executive Officer to Council with a recommendation.

4.10.3 The Chief Executive Officer is required to maintain a register of all grants, donations, scholarships and sponsorships made under delegation.



- 4.10.4 Where a request for a Grant, Donation, Scholarship or Sponsorship is made which does not comply with the criteria outlined above and is deemed to have merit by the Chief Executive Officer, the request will be referred, with recommendation to Council for consideration and determination.
- 4.10.5 A report detailing decisions made regarding Community Benefit Scheme funding requests will be tabled in full Council meeting each month.

5 ASSOCIATED DOCUMENTS

- 5.1 Application forms will be available on Council's website

6 REFERENCES AND RELATED LEGISLATION

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Assistance for Ratepayers
MEETING DATE:	Tuesday 7 April 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 amend Council Policy *FIN17 Rate Concession* to support ratepayers during this unprecedented time in our community. The report also provides Council with options to ratepayers with a rates credit balance.

KEY MESSAGES

- COVID-19 is changing our daily lives.
- Council is supporting our ratepayers and residents in this time of financial need and uncertainty.
- Council is providing relief to ratepayers to make it easier, faster and simpler to access financial support.
- Council Policy *FIN17 Rate Concession* has been reviewed.
- Amendments proposed relate to events surrounding COVID-19 to assist Palmerston ratepayers in unprecedented times.
- Ratepayers who currently have a rates balance that is in credit for the 2019/2020 year be contacted with options of a refund or retention of balance.

RECOMMENDATION

1. THAT Report entitled Assistance for Ratepayers be received and noted.
2. THAT Council adopt the amended Policy *FIN17 Rate Concession*, **Attachment 13.2.3.2** on Report entitled *FIN17 Rate Concession Policy*.
3. THAT Council write to Palmerston ratepayers who have rates balance that is in credit and provide refund and retention options for their balance.

BACKGROUND

COVID-19 is changing our daily lives, and many ratepayers and residents will be struggling financially. Council is looking at providing relief to ratepayers to make it easier, faster and simpler to access financial support. It is recommended amendments are made to Policy *FIN17* (**Attachment 13.2.3.1**) to cater for these times of unprecedented change.

Adapting Policy *FIN17* requirements regarding hardship applications, temporary interest remission periods and deferment of external recovery action will support the ratepayers of Palmerston in a time of financial need.

DISCUSSION

Council Policy *FIN017 Rate Concession* has been reviewed to aid City of Palmerston ratepayers.

Recommended amendments relating to current events as below.

Amend:

- 4.1.2 Modification to the requirement to consult an independent financial councillor.
- 4.3 Add 'Interest'

Include:

- 4.4 **Waiving of Interest and/or External Recovery Action**
 - 4.4.1 In the event of a Natural Disaster or Public Health Emergency, Council or the Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:
 - a) Not charge interest for a nominated period for ratepayers in line with suggested criteria
 - b) Defer external recovery action to a later date
 - 4.4.2 Hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.

In the instance contact is made and a request for remission is received in writing, Finance staff may place a hold on the interest in line with the agreed remission period subject to Chief Executive Officer approval.

Council will write to all ratepayers who currently have a rates balance that is in credit with options of a refund or retention for the 2019/2020 financial year. This service currently occurs, but given the financial impact and circumstances surrounding COVID-19 extra measures to contact and support ratepayer should take place. Council currently holds just over \$661,000 on overpaid rates relating to 1250 ratepayers.

In order to receive a reimbursement, the 2019/2020 total rates balance must be paid in full in which any additional payments are then considered a 'credit balance' until such time as the 2020/2021 rates have been levied. The Rates Refund Request Form is available online from Council's website.

CONSULTATION PROCESS

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

- Finance Manager
- Rates Officer

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

- Department of Local Government, Housing and Community Development

POLICY IMPLICATIONS

If adopted, the amended version of *FIN17 Rate Concession* will become the policy of Council.

If adopted, the amended version of *FIN17* will provide Delegation to the Chief Executive Officer during the period until 30 June 2020 to waiving of rates, charges, fees and interest.

BUDGET AND RESOURCE IMPLICATIONS

The current outstanding rates amount for the 2019/2020 year is approximately \$3 million and represents 14.2% of annual rates. This is comparable to the same time last year when outstanding rates represented 14.4% of annual rates. Interest income received is currently at 70% of the year's budget.

Council currently holds just over \$661,000 on overpaid rates relating to 1250 ratepayers. Of these 898 are amounts above \$50.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Amendment of Councils current rate concession policy as per the *Local Government Act 2008*.

There is Organisational risk if Council decides not to offer financial relief to Ratepayers. This could be seen as unsympathetic to the community during a time where many locals are under finance stress due to the COVID-19 health crisis.

The policy has been reviewed by Department of Local Government, Housing and Community Development, Local Government and Community Development Division, any suggested changes have been incorporated into the policy.

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

1. DRAFT FI N 17 - Rate Concession Policy - Track Changes [13.2.3.1 - 4 pages]
2. DRAFT FI N 17 - Rate Concession Policy - Accepted Track Changes [13.2.3.2 - 3 pages]



POLICY

FIN17

Name:	Rate Concession		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance		
Approval Date:	21/05/2019	Next Review Date:	1/04/2020 0314/086/2
Records Number:	365970	Council Decision:	9/0628

1 PURPOSE

This Policy provides a framework and guidance for applying rates concessions in line with the requirements of the *Local Government Act* to eligible ratepayers.

2 PRINCIPLES

The City of Palmerston is committed to providing a transparent, impartial and consistent process of application and consideration for rate concessions and/ or remission of interest accrued on overdue rates.

3 DEFINITIONS

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

Term	Definition
Rate concession	As defined by section 164 of the <i>Local Government Act</i> .
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.
<u>Deferment</u>	<u>The action or fact of putting something off to a later time; postponement.</u>
<u>Suspend</u>	<u>To temporarily prevent from continuing or being in force or effect.</u>
Financial Hardship	Financial hardship is where a ratepayer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards the City of Palmerston.
Public Benefit Concessions	As defined by Section 167 of the <i>Local Government Act</i> .
<u>Natural Disaster</u>	<u>A natural event such as a flood, earthquake, or cyclone that causes great damage or loss of life</u>
<u>Public Health Emergency</u>	<u>A declared public health emergency crisis of potentially global reach</u>

4 POLICY STATEMENT

4.1 Financial Hardship

4.1.1 The Chief Executive Officer~~Council~~ may grant a rates concession upon application for the balance of a financial year for proven financial hardship.

4.1.2 Financial hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.~~4.1.2 — For financial hardship to be proven, the ratepayer must be assessed as experiencing hardship by a recognised independent financial counsellor.~~

4.1.3 Financial hardship applications must be accompanied by a reasonable payment plan.



POLICY

4.1.4 -If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.

4.2 Public Benefit Concessions

4.2.1 A rates concession may be granted if the CEO is satisfied that the concession will advance one or more of the purposes outlined in section 167 of the *Local Government Act*.

FIN17

- 4.2.2 Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in 4.2.1.
- 4.2.3 Sporting and community organisations ~~cannot apply for a rates concession on a~~ property that caters for gambling or that holds a license related to gambling.
- 4.2.4 Sporting and community organisations must provide with their application a copy of their most recent audited financial statements and the constitution of the organisation. The constitution must clearly prohibit any member of the organisation making a private profit or gain, either from ongoing operations or as a result of distributions of assets if the organisation is wound up.
- 4.2.5 To be considered for a rates concession, sporting and recreation community groups must provide substantial community benefit by meeting at least two of the following criteria:
 - a) The facility is regularly used for junior development.
 - b) The facility is regularly used by members of the public other than members of the organisation at no charge.
 - c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
 - d) Where unrestricted or un-supervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.
- 4.2.6 Sport and recreation community groups are eligible for one of the following rates concessions:
 - a) Category 1: Not for profit organisations that undertake sporting or recreational activities and that predominately rely on player fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;
 - b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.

4.3 Waiving of Rates, Charges, Interest or Legal Fees

- 4.3.1 Any other application for a waiver of rates, charges or legal fees is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer's agent, with reasons as to why the waiver should be considered.
- 4.3.2 Any waiver is a one-off waiver in response to circumstances presented at the time.

4.4 ~~Waiving Suspension~~ of Interest and/or External Recovery Action

- 4.4.1 ~~Any~~ In the event of a Natural Disaster or Public Health Emergency, ~~the elected Council or the~~ Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:

a) ~~Waiving Suspend~~ interest for a nominated period for ratepayers in line with suggested criteria

b) ~~Defer~~ external recovery action to a later date

- 4.4.2 Hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.



POLICY

4.5 Delegation to the CEO

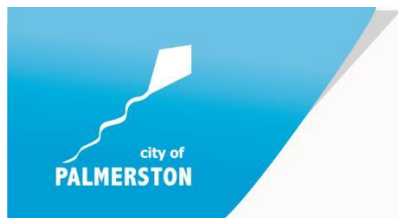
4.5.1 Council delegates authority to action any item within this policy to the CEO to 30 June 2020.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Declaration of Rates and Charges

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*



POLICY

FIN17

Name:	Rate Concession		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Executive Manager Finance		
Approval Date:		Next Review Date:	31/08/2020
Records Number:		Council Decision:	

1 PURPOSE

This Policy provides a framework and guidance for applying rates concessions in line with the requirements of the *Local Government Act* to eligible ratepayers.

2 PRINCIPLES

The City of Palmerston is committed to providing a transparent, impartial and consistent process of application and consideration for rate concessions and/ or remission of interest accrued on overdue rates.

3 DEFINITIONS

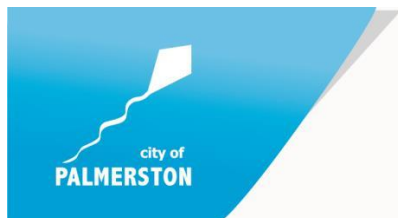
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Public Benefit Concessions	As defined by Section 167 of the <i>Local Government Act</i> .
Natural Disaster	A natural event such as a flood, earthquake, or cyclone that causes great damage or loss of life
Public Health Emergency	A declared public health emergency

4 POLICY STATEMENT

4.1 Financial Hardship

- 4.1.1 The Chief Executive Officer may grant a rates concession upon application for the balance of a financial year for proven financial hardship.
- 4.1.2 Financial hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.
- 4.1.3 Financial hardship applications must be accompanied by a reasonable payment plan.



POLICY

- 4.1.4 If the payment plan is not honoured, the hardship application becomes void and overdue interest and any legal charges will begin to be applied to the ratepayer's account.
- 4.2 **Public Benefit Concessions**
 - 4.2.1 A rates concession may be granted if the CEO is satisfied that the concession will advance one or more of the purposes outlined in section 167 of the *Local Government Act*
 - 4.2.2 Any application for a rate concession requires a written submission by the organisation explaining why the submission should be considered and how it satisfies the condition in 4.2.1.
 - 4.2.3 Sporting and community organisations cannot apply for a rates concession on a property that caters for gambling or that holds a license related to gambling.
 - 4.2.4 Sporting and community organisations must provide with their application a copy of their most recent audited financial statements and the constitution of the organisation. The constitution must clearly prohibit any member of the organisation making a private profit or gain, either from ongoing operations or as a result of distributions of assets if the organisation is wound up.
 - 4.2.5 To be considered for a rates concession, sporting and recreation community groups must provide substantial community benefit by meeting at least two of the following criteria:
 - a) The facility is regularly used for junior development.
 - b) The facility is regularly used by members of the public other than members of the organisation at no charge.
 - c) Where unrestricted/free access is not possible due to the type of facility, the organisation must provide 'pay as you play' type activities.
 - d) Where unrestricted or un-supervised access is not possible to the facility due to the type of facility, organisations must demonstrate other methods of encouraging community access through open days, come and try events etc.
 - 4.2.6 Sport and recreation community groups are eligible for one of the following rates concessions:
 - a) Category 1: Not for profit organisations that undertake sporting or recreational activities and that predominately rely on player fees, community support and/or grants regardless if they have a special liquor license for events or social purposes can apply for a rates concession that reduces their rates to the declared minimum rate for that zone under the NT Planning Scheme;
 - b) Category 2: Not for profit organisations that hold a liquor license and operate a commercial bar, that is open to the public regular hours irrespective of events held at the location, or that has a license to sell take away alcohol can apply for a 50% rates concession or a concession that reduces their rates to the declared minimum rate for their zone under the NT Planning Scheme, whichever result in a lower concession.
- 4.3 **Waiving of Rates, Charges, Interest or Legal Fees**
 - 4.3.1 Any other application for a waiver of rates, charges or legal fees is to be submitted to the Chief Executive Officer in writing from the ratepayer or the ratepayer's agent, with reasons as to why the waiver should be considered.
 - 4.3.2 Any waiver is a one-off waiver in response to circumstances presented at the time.
- 4.4 **Waiving of Interest and/or External Recovery Action**
 - 4.4.1 In the event of a Natural Disaster or Public Health Emergency, Council or the Chief Executive Officer in the instance Emergency Delegation is in place, may elect to:

- a) Waiving interest for a nominated period for ratepayers in line with suggested criteria
 - b) Defer external recovery action to a later date
- 4.4.2 Hardship arrangements and/or deferments may be accepted by Council staff to alleviate the pressures of sourcing independent financial counsellors. Any waiver is a one-off waiver for the balance of a financial year in response to circumstances presented at the time.

5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston Declaration of Rates and Charges

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

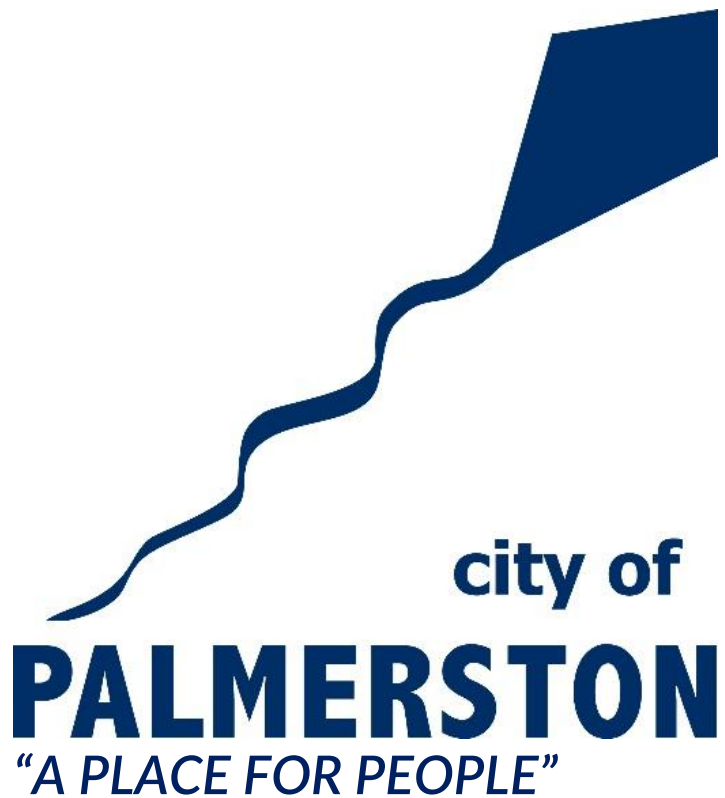
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, DD MMMM YYYY 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, 17 MARCH 2020**

CITY OF PALMERSTON

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 17 March 2020 at 5:30pm.

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Alderman Amber Garden
Alderman Damian Hale
Alderman Sarah Henderson
Alderman Tom Lewis
Alderman Mick Spick

STAFF

Chief Executive Officer, Luccio Cercarelli
Director Lifestyle and Community, Amelia Vellar
Director Organisational Services, Richard Iap
Communications Media and Marketing Lead, Samantha Abdic
Minute Secretary, Alexandra Briley

GALLERY

Solomon Gaturu, Department of Local Government, Housing
and Community Development
Abi Ogunmoyela, Department of Local Government, Housing
and Community Development
2 members of the public

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

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

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Alderman Garden
Seconded: Alderman Lewis

1. THAT the apology received from Deputy Mayor Morrison for 17 March 2020 be received and noted.
2. THAT the apology received from Alderman Giesecke for 17 March 2020 be received and noted.

CARRIED 9/1032 – 17/03/2020

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Mayor Pascoe-Bell
Seconded: Alderman Hale

1. THAT the leave of absence received from Mayor Pascoe-Bell for 27 June to 20 July 2020 inclusive be received and noted.
2. THAT the leave of absence received from Deputy Mayor Morrison for 14 March to 3 April 2020 inclusive be received and noted.

CARRIED 9/1033 – 17/03/2020

4 REQUEST FOR TELECONFERENCING

Moved: Alderman Henderson
Seconded: Alderman Garden

THAT the request for teleconferencing received from Deputy Mayor Morrison for period 21 March to 3 April 2020 be granted.

CARRIED 9/1034 – 17/03/2020

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Henderson
Seconded: Alderman Hale

THAT the minutes of the Council Meeting held on Tuesday, 3 March 2020 pages 10022 to 10031, be confirmed.

CARRIED 9/1035 – 17/03/2020

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

Nil.

Procedural Motion

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT pursuant to Palmerston (Procedures for Meetings) by-law 7 Council alter the order of business moving Item 13.2.2 entitled Trial of Laneways Treatments – Update March 2020 to be considered following Item 7, Mayoral Report.

CARRIED 9/1036 – 17/03/2020

Initials: _____

13.2.2 Trial of Laneway Treatments - Update March 2020

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report entitled Trial of Laneway Treatments - Update March 2020 be received and noted.
2. THAT Council undertake community and the stakeholder consultation regarding the permanent full-time closures of the following laneways:
 - Politis Court to Strawbridge Crescent, Moulden
 - Politis Court to Strawbridge Park, Moulden
 and that these laneways remain as temporary full-time closure in the interim.
3. THAT Council continue with or implement the following laneway treatments for a period of six months, with an update report to the 2nd Ordinary Council Meeting in November 2020:

	Laneway	Treatment
1	Bonson Terrace to Staghorn Court, Moulden	Temporary full-time closure and lighting upgrade
2	Staghorn Court to Gumnut Way, Moulden	Temporary full-time closure and lighting upgrade with motion sensor and motorbike treatment
3	Staghorn Court to Livistona Park, Moulden	Temporary full-time closure, including maintaining lighting upgrade with motion sensor
4	Gumnut Way to Livistona Park, Moulden	Temporary full-time closure, including maintaining lighting upgrade with motion sensor
5	Livistona Park to Melastoma Drive, Moulden	Temporary full-time closure, lighting upgrade with motion sensor
6	Priest Circuit to Emery Avenue, Gray	Temporary night-time closure, lighting upgrade with motion sensor (between the hours of no earlier than 9:00pm and no later than 6:30am)
7	Helio Court to Sibbald Park, Woodroffe	Temporary night-time closure (between the hours of no earlier than 9:00pm and no later than 6:30am)
8	Altair Court to Capella Court, Woodroffe	Temporary night-time closure (between the hours of no earlier than 9:00pm and no later than 6:30am)
9	Priest Circuit to Phineaus Court, Gray	Lighting upgrade

Initials: _____

Minute Book Page 10040
2nd Ordinary Council Meeting

10	Manson Court to Bonson Terrace, Moulden	Lighting upgrade
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CARRIED 9/1037 – 17/03/2020

Moved: Alderman Henderson
Seconded: Alderman Garden

4. THAT Council implement temporary night time closures, between the hours no earlier than 9:00pm and no later than 6:30am for the following laneways:
1. Castor Court to Temple Terrace, Woodroffe;
 2. Capella Court to Temple Terrace, Woodroffe;
 3. Zenith Circuit to Star Court, Woodroffe;
 4. Sibbald Crescent to Gunter Circuit, Woodroffe;
 5. Sextant Court to Harrison Circuit, Woodroffe;
 6. Bailey Circuit to President Park, Driver;
 7. Tilston Avenue to Caladium Court, Moulden; and
 8. Strawbridge Crescent to Chung Wah Terrace crossed with Cobham Court to Lockwood Court, Moulden.

With a report outlining the evidence based approach outcomes for treatments to be presented to the 2nd Ordinary Meeting in June 2020.

CARRIED 9/1038 – 17/03/2020

Moved: Alderman Henderson
Seconded: Alderman Garden

5. THAT Council include the following laneways in its assessment for potential treatments and that they be included in the report to the 2nd Ordinary Meeting in June 2020:
1. Cycas Court to Temple Terrace, Moulden;
 2. Kafcaloudes Crescent to Schombacher Circuit, Moulden; and
 3. Baldwin Drive to Azimuth Court, Woodroffe.

CARRIED 9/1039 – 17/03/2020

Initials: _____

8 DEPUTATIONS AND PRESENTATIONS

8.1 Local Government Regulations and Guidelines

Moved: Alderman Garden
Seconded: Alderman Hale

THAT the Presentation by Mr Solomon Gaturu of Department of Local Government, Housing and Community Development be received and noted.

CARRIED 9/1040 – 17/03/2020

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

28.1 Crime in Palmerston

Moved: Mayor Pascoe-Bell
Seconded: Alderman Garden

1. THAT this item be considered 'Confidential' pursuant to *Section 65(2) of the Local Government Act* and 8(e) of the *Local Government (Administration) Regulations*, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.
2. THAT the Council write to the Chief Minister of the Northern Territory and relevant Ministers expressing its concerns on behalf of the Palmerston Community regarding the recent crime occurring in the city and seek clarification from the Government how these matters and the overall issue are and will be managed to ensure the safety of the Palmerston community.
3. THAT the Council decisions relating to General Business Item 28.1 entitled Crime in Palmerston be moved to the 17 March 2020 open minutes.

CARRIED 9/1054 – 17/03/2019

Initials: _____

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

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

CARRIED 9/1041 – 17/03/2020

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Community Benefit Scheme March 2020 Update

Moved: Alderman Garden
Seconded: Alderman Hale

THAT Report entitled Community Benefit Scheme March 2020 Update be received and noted.

CARRIED 9/1042 – 17/03/2020

Initials: _____

13.1.2 Financial Report for the Month of February 2020

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT Report entitled Financial Report for the Month of February 2020 be received and noted.

CARRIED 9/1043 – 17/03/2020

13.1.3 Review and Update of City of Palmerston Sustainability Strategy 2013-2018

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT Report entitled Review and Update of City of Palmerston Sustainability Strategy 2013-2018 be received and noted.

CARRIED 9/1044 – 17/03/2020

13.2 Action Reports

13.2.1 Uniform Companion Animal Legislation in the Northern Territory - Discussion Paper

Moved: Alderman Garden
Seconded: Alderman Henderson

1. THAT Report entitled Uniform Companion Animal Legislation in the Northern Territory - Discussion Paper be received and noted.
2. THAT Council endorse **Attachment 13.2.1.4** to Report entitled Uniform Companion Animal Legislation in the Northern Territory - Discussion Paper as its submission to the Northern Territory Government with the amendment to include **Attachment 13.2.1.3** to Report entitled Uniform Companion Animal Legislation in the Northern Territory - Discussion Paper as part of City of Palmerston's response.

CARRIED 9/1045 – 17/03/2020

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

Initials: _____

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

17.1 Emergency Delegation to the Chief Executive Officer

Moved: Mayor Pascoe-Bell
Seconded: Alderman Henderson

1. THAT pursuant to Section 32 of the *Local Government Act*, and in light of Australian Government and Northern Territory Government requirements for the Coronavirus response, Council hereby delegates to the Chief Executive Officer its powers and functions as set out sections 47 of the *Local Government Act 2008 (NT)*, by-law 71 of the *Palmerston (Public Places) By-Laws 2001 (NT)* being the power to determine opening times of Council's offices and facilities and the opening times of the Library until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.
2. THAT pursuant to Section 32 of the *Local Government Act*, and in light of Australian Government and Northern Territory Government requirements for the Coronavirus response, Council hereby delegates to the Chief Executive Officer the power to cancel or amend programs, service levels, budgeted council events and third party events held on council property under license, permit, or any other agreement until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.

CARRIED 9/1046 - 17/03/2020

Initials: _____

18 NEXT COUNCIL MEETING

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 7 April 2020 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1047 - 17/03/2020

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Garden
Seconded: Alderman Hale

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 9/1048 - 17/03/2020

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Garden
Seconded: Alderman Henderson

THAT the meeting be adjourned for 10 minutes.

CARRIED 9/1049 - 17/03/2020

The meeting adjourned at 6:50pm.

The Chair declared the meeting closed at 7. 25pm



Athina Pascoe-Bell
MAYOR

Date:
