

AGENDA

2nd Ordinary Council Meeting

Tuesday 21 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

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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 7 April 2020 pages 10050 to 10057 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

MAYORAL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	7.1
REPORT TITLE:	Mayoral Update Report – April 2020
MEETING DATE:	Tuesday 21 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 - April 2020 be received and noted.

DISCUSSION

COVID-19 Challenges

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 and playgrounds, however, at this time Council staff and contractors remain working and continue delivering services to our community.

Council has been innovative and agile in its response with the dynamically 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 the following services:

- 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. Recent guests include Her Honour the Honourable Vicki O'Halloran AO, Administrator of the Northern Territory (1K views) and Chief Minister of the Northern Territory Michael Gunner (7.4K views) and views respectively.
- Council has continued its #supportlocal campaign to promote local businesses and services that has seen social distancing restrictions change the way we operate. Council in partnership with the NT

News has been advertising local Palmerston businesses that are trading to assist locals trying to support local businesses.

- Council launched the support local competition, where members of the public are asked to spend at least \$20 at a Palmerston business for an opportunity to win one of four weekly vouchers of \$100 to spend with a Palmerston Business or put towards fees and charges with Council (e.g. Rates). Details on how to participate are on Council's website.



- Free timed parking options in Palmerston include free all-day parking in the city area will continue until 30 June 2020. This initiative will support local businesses and workers who are parking in the city centre, and 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 continue to promote the 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.
- Council reviewed its Rates Concession Policy, simplifying the processes and decision making regarding financial hardship, and interest waiver requests from rate payers.
- 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 reviewed its Community Benefit Scheme with a refocus on projects and initiatives that support the Palmerston community and businesses during the COVID-19 restrictions.

- Council launched its Verge Assistance Program on social media on 11 April 2020. The program involves the delivery of free topsoil and grass seed to Palmerston residents to enhance their verges. Over 195 applications were received over the first three days.
- The Palmerston Library has launched “Boredom Blaster Packs” which have been very popular with 35 packs being checked out already.



- The Archer Waste Management Facility continues to see increasing usage over weekends with over 1000 users per day on a Saturday and Sunday compared to approximately 500 users on a Saturday and 600 users on a Sunday. Social distancing measures are in place to ensure the wellbeing of users. Delays are being experienced as a result and Council is asking users to please be patient and we thank them for understanding.

LGANT General Meeting

I attended the Local Government Association of the Northern Territory (LGANT) General Meeting on 16 April 2020 via Zoom video conferencing. The Minister for Local Government recognised and acknowledged the early and important work undertaken by Council in response to COVID-19 for the Palmerston community including grant initiatives and advocacy for funding partnerships. I will provide a verbal update at the meeting.

Team NT Business Rescue and Recovery Forums

The Chief Executive Officer and I have attended Team NT Business Rescue and Recovery Forums hosted by the Department of Trade, Business and Innovation. The forums look at measures in place to stimulate the economy.

Meetings with Local Members of the Legislative Assembly (MLA's)

I continue to hold regular meetings with local MLA's to discuss COVID-19 challenges and Palmerston matters.

Senator McMahon

I continue to discuss with Senator McMahon, Australian Government funding commitments and opportunities particularly for the Gray Community Hall Expansion (\$1.445 million) and the Splashing Out – Palmerston Pool renewal (\$10 million).

Anzac Day

Due to COVID-19 restrictions Council has been working with the Palmerston RSL to explore alternatives to the normal services.

People are being encouraged to stand at the end of their driveway from 6.00am on 25 April 2020 to mark the occasion and show our respect at dawn.

Plans are being developed to place a sticker of a poppy on driveways. Numbers of poppy stickers are limited, and preference will be given to RSL members and defence.

Northern Territory Government (NTG)

Council continues to work with the NTG regarding COVID-19 stimulus. Most recently a letter has been received from the Chief Minister regarding potential partnerships for rates concessions for commercial and industrial properties.

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 or with social distancing measures in place.

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 has been 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.

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	REGULATION	REASON
25.2.1	8(c)(i)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(c)(i) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.2	8(e)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(e) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.
26.2.1	8(c)(i)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act and 8(c)(i) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

- 11 PETITIONS
- 12 NOTICES OF MOTION
- 13 OFFICER REPORTS

13.1 Receive and Note Reports

- 13.1.1 Lifestyle and Community Quarterly Report - January to March 2020
- 13.1.2 Financial Report for the Month of March 2020

13.2 Action Reports

- 13.2.1 Marlow Lagoon Dog Park - Update April 2020

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Lifestyle and Community Quarterly Report - January to March 2020
MEETING DATE:	Tuesday 21 April 2020
AUTHOR:	Executive Assistant to Director Lifestyle and Community, Tree Malyan
APPROVER:	Director of Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report summarises the key activities undertaken by the Department of Lifestyle and Community in the quarter January to March 2020.

KEY MESSAGES

- The Department of Lifestyle and Community provides a quarterly report of its activities.
- January School Holiday programs were very well received with 657 participants and 15 different activities offered.
- The Australia Day Awards Presentation was held on 22 January 2020 with the three winners being announced in the categories of Citizen, Young Citizen and Event of the Year.
- Council, in partnership with local community groups, hosted several events in celebration of International Womens Day.
- Rangers' new Animal Education Program 'Positive Pets Palmerston' branding has been created.
- Palmerston Swimming and Fitness Centre saw a substantial increase in participation over the past three months due to Council offering free access to the pool.
- In March, the Department of Lifestyle and Community commenced responding to COVID-19 by offering events and increasing activities on-line aimed at engaging community members at home.
- Storytime Online was delivered for the first time on 26 March 2020. Palmerston is the first library in the Northern Territory to deliver this service.

RECOMMENDATION

THAT Report entitled Lifestyle and Community Quarterly Report - January to March 2020 be received and noted.

BACKGROUND

The Department of Lifestyle and Community provides a quarterly report to Council on key activities undertaken during the past quarter.

DISCUSSION

The activities for the January to March quarter, are provided at **Attachment 13.1.1.1** with highlights below:

January School Holiday – The successful January School Holiday Program saw 657 residents participate in 15 different activities over the school holidays. Activities included:

- Monday and Friday Movies: Showing of new movie releases including: *Toy Story 4*, *Mary Poppins Returns*, *How to Train Your Dragon – The Hidden World* and *Detective Pikachu*.
- Tuesday - STEAM (Science, Technology, Engineering, Arts & Mathematics) activities including: Robots, Virtual Reality, Switch, Xbox, PlayStation, Lego, Duplo, Mobilo and board games including Twister, Hungry Hippos, Monopoly, Scrabble and Jenga.
- Wednesday and Thursday sessions utilized the services of local entertainers and contractors who offered several workshops including Child and Parent Tech Time, Circus Workshop, Eco Balloon Twisting Workshop and Magic Balloon Disco.
- **Australia Day Awards Presentation** - Australia Day Flag Raising and Citizenship Ceremony was held at the Palmerston Recreation Centre on Sunday 26 January 2020 from 1.00pm - 3.00pm. This special event attracted approximately 200 guests. Thirty (30) new Australian's were welcomed in the Australian and Palmerston community. Australian Defence Force (ADF) personnel carried out traditional raising of the Australian Flag as Christie Jacobs sang the Australian National Anthem. Entertainment was provided by the Darwin City Brass band.
- **International Womens Day 2020** – Council in partnership with community organisations including Bamara, Larrakia Nation, Palmerston Child & Family Centre, Foodbank, STEPS, APN, Department of the Chief Minister and local business Rydges, hosted events to celebrate International Womens Day. The week began on Monday with the launch of an art exhibition in the library, Tuesday STEPS Education and Training hosted the cultural celebration lunch and began the celebrations with a group of ladies performing a Belly Dance. Wednesday morning began with a 'Pancake Breakfast' held in Goyder Square and finished with a weaving workshop held in the Recreation Centre.
- **'Positive Pets Palmerston'** – City of Palmerston's new Animal Education Program '*Positive Pets Palmerston*' branding has been created. This gives a positive light to Council initiatives and approaches towards animal management within our Municipality. As part of the branding, a social media photo frame, head in hole banner and events marquee with Rangers Services designed tablecloths, have been created to further enhance our ability to engage with our animal owners and community members.
- **Palmerston Swimming and Fitness Centre** – The facility has continued to see great visitation over the past three months, with 6,351 visits in January, 5,568 visits in February and 5,864 visits in March. This was a substantial increase of attendance, up 2,719 from the same quarter last year, which has been attributed to the free pool access which Council reinstated in March. The facility was closed from 25 March due to COVID-19 restrictions.
- **Storytime Online** - 26 March 2020, the City of Palmerston Library delivered their first Storytime Online session; the first library in the Northern Territory to do so. With 45 comments, 100 likes, 17 shares and 2,000 views it was very well received.

The library intends to continue to deliver Storytime Online every Tuesday and Thursday. As well as our regular library Storytime schedule we have invited special guests to join the library team. We have been joined by the Administrator of the Northern Territory Her Honour the Honourable Vicki O'Halloran, the Chief Minister of the Northern Territory, Michael Gunner and Hon Eva Lawler, MLA prerecording Storytime Sessions.

CONSULTATION PROCESS

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

- Executive Manager Community and Library Services
- Community Services Community Development Officers and Events Staff
- Library Events Staff including Assistant Manager
- Rangers Staff including Manager

In preparing this report, the following External parties where consulted:

- Executive Manager, Marketing and Sales, YMCA of the Northern Territory

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:

- 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.

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. Lifestyle and Community Quarterly Report - January to March [13.1.1.1 - 20 pages]

1. Family and Community

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

Youth Drop-in Sports (YDIS)

Welcome to 2020 – Party with PaRBA

City of Palmerston in conjunction with PaRBA, kicked off the New Year by engaging performer Jacob Nichaloff, 'J-Milla', to support the YDIS 'Welcome to 2020 – Party with PaRBA. Jacob spent an hour prior to his performance mingling with local youth and signing posters. The event was well attended by 180 youth and was a great way to kick off the year for YDIS.

Due to the COVID-19 Pandemic, this program will become an outreach program with mentors driving around Palmerston to engage youth, encourage them to stay at home, ensure they are safe and also hand out meals and care packages as needed.

In addition, NEW Virtual/Outreach Youth Activities are being developed, to include the following:

- Geek Squad Anime Meetup – the current Geek Squad Program will be adapted to a virtual platform via Zoom and a Facebook Group, which is soon to be launched.
- Game Over Gaming Meetup – new gaming meetup for youth to discuss all things gaming over all platforms. This program will be operated via Zoom and Facebook Group, and is planned to be launched in the coming weeks.
- Art Jam Journaling – new outreach project. 200 young people in Palmerston to participate in an Art Journaling Project. Each participant will receive a journal and basic art set to journal at home over the coming week. There will be participation prizes along the way and at the end youth can submit their journals into a group exhibit either for Youth Week or the Youth Festival in the future.
- 10-week free online dance course – this will be pre-recorded lessons available to the whole community over YouTube.
- Collaboration with Australian Esports to provide Professional Development to our Local Esports Sector as well as an online tournament to the public.

Natalie Sprite Writing Workshops –18 & 19 January

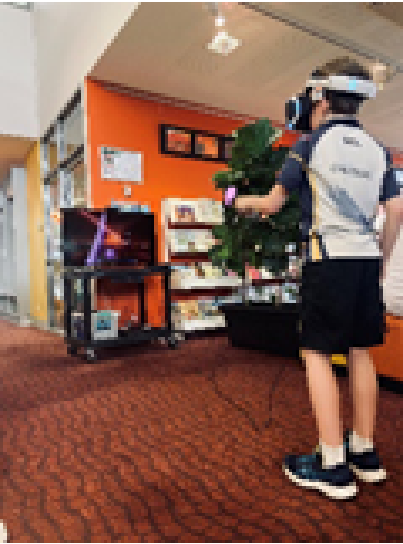
Natalie Sprite is a former Territorian and award-winning author. Natalie contacted the library and offered a visit or to run a customised workshop for the library. Natalie and the library team worked together to design a workshop suited to supporting people with their New Year's Plans/ Resolutions. Both workshops were fully booked; capped at 15 participants with a short waiting list for each. There were several feedback cards left by participants who reported they enjoyed the workshop and delivery.



January School Holidays at the City of Palmerston Library

The January School Holiday Program was a great success with 657 participants and 15 different activities.

This free, weekly program offered something to do each day of the school holidays. Monday and



Virtual Reality participant

Friday:
Come and
view 'New
Release
Movies'
including:
Toy Story 4,
*Mary
Poppins
Returns*,
*How to
Train Your
Dragon –
The Hidden
World* and
*Detective
Pikachu*.



Building with Lego

Tuesday saw library staff showcase the STEAM (Science, Technology, Engineering, Arts & Mathematics) resources including, Robots, Virtual Reality, Switch, Xbox, PlayStation, Lego, Duplo, Mobilo and board games including Twister, Hungry Hippos, Monopoly, Scrabble and Jenga.



Wednesday and Thursday sessions utilized the services of local entertainers and contractors who offered several workshops including Child and Parent Tech Time, Circus Workshop, Eco Balloon Twisting Workshop and Magic Balloon Disco.

The Library team are working on a plan to continue to offer community members free 'School Holiday Family Packs' which will include at home activity books (science, craft etc) a robot, a novel and craft materials supplied in a City of Palmerston (CoP) Library Bag.

Eco Balloon Twisting WKSP/Magic Disco

Library Lovers Day – 14 February

Library Lovers Day is an important day in the literary calendar. It is an opportunity for community members and library staff to celebrate libraries and literacy





Library Staff participating in Library Lovers Day

This year the Palmerston Library celebrated by offering library patrons:

- Blind Date with a book – a surprise mystery 'borrow' lovingly picked and wrapped by library staff
- Free bookmarks for all borrowers
- Social Media Competition to win a book pack ("Tell us what you love about the library")
- Free screening of 'Top End Wedding' with popcorn and beverages (non-alcoholic)
- Chocolates with every checkout

Storytime Online

Library staff identified a way to bring joy, happiness and humor to our patrons who are socially isolating during the COVID-19 pandemic library closure, by offering Storytime online, reaching the wider community, increasing Council's social media profile and providing work to local artists.

On 26 March, the City of Palmerston took the opportunity to deliver its first Storytime Online session, the first library in the Northern Territory to do so. This was followed on 28 March by a pilot Drag Queen Storytime Online.

Storytime Online - 26 March



Palmerston Library staff delivered their first Storytime Online session. It was well received with 45 comments, 100 likes, 17 shares and 2000 views.

The library intends to continue to deliver Storytime Online every Tuesday and Thursday, aligning with our regular library Storytime schedule.



Staff presenting Online Storytime

It is important to keep a focus on our community and families by keeping consistency if and where possible. We have been prerecording Storytime Sessions with readers including Council and library staff, community members contractors, entertainers including Amy Hetherington, Good Dog's Hannah, Roxy and Quinton, Local Author Courtney Jeffery, Her Honour the Honourable Vicki O'Halloran, Hyper the Clown and MLA Eva Lawler. We feel it is essential to continue to support our contractors and vendors as much as possible.

Drag Queen Storytime Online (DQST) – 28 March



The pilot Drag Queen Storytime Online, presented by Ms. Ferocia and Ms. Prawn Cracker was extremely successful with 213 reactions, 186 comments, 67 shares and 5.8k views.



Ms Ferocia & Ms Prawn Cracker

2. Family and Community

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

National Smart Eating Week – 10 – 16 February

As part of National Smart Eating Week, a community lunchtime information session was held in the Recreation Centre, hosted and presented by a Dietician and Aboriginal Health Practitioner from Top End Health Service. The session focused on supporting Territorians to make healthier food choices and improving their overall health. Participants learnt how to read product nutrition labels, shop on a budget and make better choices at the supermarket.

Palmy Tik Tok Challenges - March



Given the number of young people engaged in the Tik Tok platform, Council has commenced a fortnightly Tik Tok Challenge to assist youth to practice social distancing whilst having fun at home. There will be a \$50 gift voucher awarded to the best video submitted. Winning video will be posted on @YoPalmy pages.

International Women's Week – 2 – 8 March

From Monday to Wednesday as a lead-up to International Women's Day, City of Palmerston partnered with local community organisations including; Bamara, Larrakia Nation, Palmerston Child & Family Centre, Foodbank, STEPS, APM (part of NDIS), Department of Chief Minister and local business Rydges, to host a series of events including an Art Exhibition, Cultural Celebration Lunch, a Weaving Workshop and a Pancake Day Breakfast. Sally Sivers, the Northern Territory Anti-Discrimination Commissioner was the guest speaker at the STEPS luncheon.



Launch of Art Exhibition in the Library



Pancake Day Breakfast in Goyder Square

Multicultural Community Dinner – 13 February

City of Palmerston held a series of four community dinners over the wet season. The most recent dinner was held on Thursday 13 February from 6-8pm at the Palmerston Recreation Centre. This year there was very little support for these events. The new CDO Art and Culture will review the format of these dinners.

Urban Jam – Youth Grant – February

City of Palmerston has been awarded a Youth Activities Grant to deliver 15 youth events over 2 years. The aim is to hold events that encompass everything Hip Hop related, including Music, Break Dancing, 3 on 3 Basketball, Street Art, as well as Cultural Activity and healthy meals. The themed activities encourage the participation of disengaged youth and promote a 'Hot Topic'. Each event will have service providers related to each topic, to connect with youth and distribute current information and resources.

Members of Freestyle Friday Music Meetup and Palmy MSON (Making Something Out of Nothing), Music Project will have an opportunity to perform at the 15 events. There will also be pathway opportunities for youth related to working at events and Public Speaking as promoters of the 'Hot Topic'.

The first event planned for 20 March 2020, was cancelled due to COVID-19 precautions.



Welcome to the Top End Expo 2020 – 8 February

City of Palmerston supported the Top End Expo held at the Darwin Convention Centre on Saturday 8 February 2020 from 9am – 1pm. The Expo was organised by the Defence Community Organisation (DCO). Welcome to the Top End Expo is targeted at Australian Defence Force (ADF) members and families who have recently moved to the Top End. The purpose of this event is to connect with Palmerston's newly arrived Australian Defence Force (ADF) members and families. Community Development, Library and Ranger Services Teams held a joint booth, promoting events and services that City of Palmerston have to offer, ranging from dog registrations to library services and community events.

Activate KIDS School Holiday Program – 16 Dec – 24 January

The Activate KIDS School Holiday Program was once again held during the Christmas School Holidays from 16 December to 24 January. One activity was held each day during the five-week program, with nine suppliers each offering something different from circus skills to gardening activities. Activities were suitable for children from age 3-16, with most activities broken up into smaller age groups to ensure they were age appropriate. Over 250 kids registered for the program, with attendance at each session ranging between 2 and 24. Children between the ages of 5 and 7 years most represented, and most kids attended 3-5 sessions throughout the program.

Activate – 3 February – 23 March

A refreshed Activate program was launched in January, with a change to the format. This year the program will be run in three eight-week blocks over the course of the year. Participants pay a \$20 registration fee (\$10 concession) to access all sessions offered in the 8 week block, with the first block running from Monday 3 February to Sunday 29 March. Over 250 participants registered for Block 1 with an overall active attendance rate of 65%.



Attendees at the first Activate Zumba class, hosted by Adrijana Nayler

The change in program from last year's free 45-week program aimed to connect participants with local health and wellbeing businesses and services, showcase and offer a taste of classes from a range of different local businesses and assist them in continuing to attend the classes after Block 1 finished. Despite being cut short by one week due to the COVID-19 Crisis, the mid-block participant survey indicated that the change was broadly welcomed by participants and suppliers alike.

As we enter this unprecedented situation, Block 2 of Activate (scheduled to begin on Monday 1

June) will be postponed until further notice. In the meantime, City of Palmerston is investigating Activate Online, a platform where online health and wellbeing sessions can be accessed by anyone in the Palmerston community who has a computer, tablet or smart phone.

The aim of Activate Online, is to provide an ongoing platform for businesses in the health and wellbeing sector to; promote their businesses, connect with client and build their supporter-base during this economically-strained time, while giving the community an opportunity to access classes from home, promoting active lifestyles and connectedness in an otherwise isolated and uncertain environment.

Activate Online has already received a number of expressions of interest from previous Activate suppliers, and if launched, will grant users access to a directory accessible of health and wellbeing businesses and services, a timetable of live workout sessions online, as well as a video library of recorded workouts which can be streamed online at any time.

Ranger Services Update

Positive Pets Palmerston

City of Palmerston's new Animal Education Program '*Positive Pets Palmerston*' branding has been created. This gives a positive light to Council initiatives and approaches towards animal management within our Municipality.

As part of the branding, a social media photo frame, head in hole banner and events marquee with Rangers Services designed tablecloths, have been created to further enhance our ability to engage with our animal owners and community members.

Filming of Animal Education videos for Facebook and possible television screening has commenced and is currently in the editing stage. These videos will be strategically released over the course of the year to align with the Animal Education calendar.

Is Your Pet a Hero?

In conjunction with the filming, there is a set of engagement challenges to be released to further engage community members. These have been titled '*Is your pet a superhero?*'. The aim of these challenges, is not only to engage our residents with their pets (which in turn will help reduce the nuisance behavior that Council Rangers deal with on a daily basis), but to encourage them to see the good in their pets, with rewards for those judged as best at these challenges.

Bark Information Session – 12 February

City of Palmerston's Animal Management Program, first Bark Information Session was held in the Recreation Centre on Thursday 12 February. PAWS Darwin helped facilitate the session and approximately 8 people attended. Each attendee received a workbook and joined in with a discussion on how to implement new plans to help with the reduction of nuisance barking.

Pet Health Day – 19 February

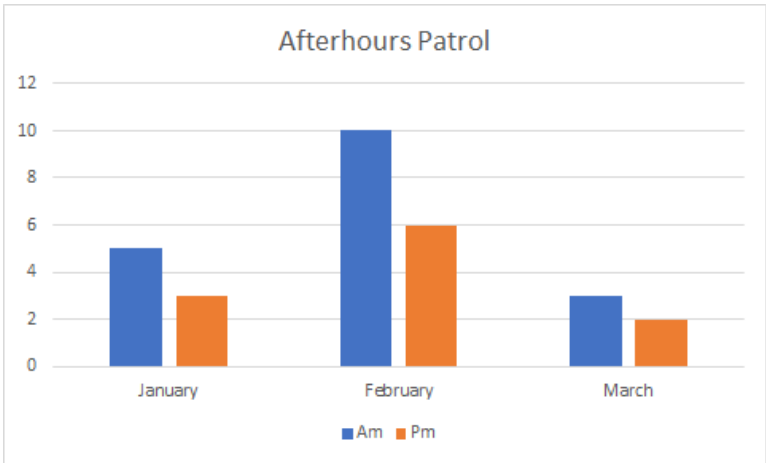
As part of Pet Health Day held on 19 February, Council Rangers with the Animal Management in Rural and Remote Indigenous Communities (AMRICC) and The Ark Vet attended the Palmerston Indigenous Village where approximately 15 animals were de-sexed and microchipped. Pet owners appreciated this collaborative, on-site initiative.

Local Government Compliance Officer Training – 11 March

Several Rangers enrolled and attended a workshop in Local Government Compliance Officer training delivered at Litchfield Council offices. The main topics being, Statutory Investigation, Legal Interpretation and Application, Powers of Officers, Penalty Notices and Handling Conflict. This program combined the essential elements of the Power of Entry, Investigation Skills, Infringement Notices and Dealing with Conflict and Aggression.

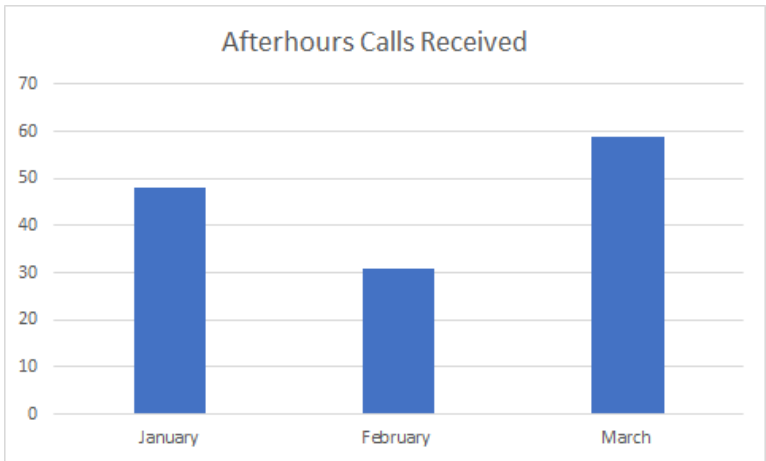
After-hours Engagement Patrols

Rangers conducted random after-hours engagement patrols on a weekly basis, within the community, to address dog off lead and dog aggression issues in public spaces. The time and days are random within the following timeframes: Monday to Sunday 6am – 8am and 5pm – 7pm



The data gathered from these after-hours patrols, has shown a reduction in the number of dog owners that Rangers have engaged with. During COVID-19 restrictions, these specific patrols have been put on hold.

Rangers attended afterhours calls with a total of 138 calls received between January to March 2020. These range from dog menace, dog attack to 'dogs at large', (the most common reason for afterhours call outs), reflected in the increased figures in the Animal Infringement table below.



QUARTERLY REPORT/January to March 2020

Animal Infringements	Oct - Dec	Jan - Mar
Abandoning Dog	0	0
Unregistered Dog	23	31
Dog at Large not Under Effective Control	17	46
Dog Attack	3	11
Dog Causing a Nuisance	0	0
Dog Menace	0	0
Dog Impounded	167	164
Total	210	252

Dog Attacks Infringements

Of the 11 Dog Attack infringements issued in this quarter, four of these fines were from the completion of investigations from incidents that occurred in December 2019 (with fines issues in January 2020). There were two attack fines each issued to two individual owners for their two dogs attacking another dog. The remaining seven infringements that occurred in this quarter were predominantly for dog attacks on other dogs.

City of Palmerston De-sexing Scheme

The City of Palmerston De-sexing Scheme has been released and has begun with twelve animals booked to receive de-sexing surgery and microchipping as required. Six of those surgeries have already been completed. Many of the residents who have taken up this opportunity have dogs that are currently registered with Council, with the remainder being registered immediately after surgery.

Traffic and Parking Infringements

As the table indicates, there has been a downward trend in the January to March 2020 figures compared to October to December 2019. The reasons for these changes are the free parking initiative over the Christmas and New Year holiday period and more recently the COVID-19 restrictions with traffic infringement activity ceased from middle of March 2020.

During this quarter there were a total of 338 CBD parking infringements and 2 outside the CBD.

Zone	Length of Stay	Number of Tickets October - December	Number of Tickets January - March
A	15min -30 min-Free Parking No voucher required	10	3
B	1 hour-Free Parking Voucher required	135	77
C	2 Hours-Free Parking Voucher required	254	136
D	4 Hours- Payment Voucher required	24	18
E	All Day-Payment Voucher required	93	101
	Permit Section Infringement - Hilson Carpark	1	3
	Palmerston Shopping Centre Infringements	55	0
	TOTAL in CBD	572	338

Parking/Traffic Offences Outside the CBD

	October - December	January - March
Outside CBD infringements - Yellow and double yellow lines, driveway blocking and nature strip parking	25	2
TOTAL Outside CBD	25	2

3. Cultural Diversity

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

Australia Day Awards Presentation - 22 January

Australia Day, Local Government Awards Official Reception was held at Council Chambers on Tuesday 22 January 2020, hosted by The Mayor Mrs. Athina Pascoe-Bell. All nominees were acknowledged for their contribution to the Multiplicity of Palmerston. The winners for the three categories were announced as follows: Citizen of the Year - Alwyn Davey; Young Citizen of the Year - Luke Secret; Community Event of the Year - PaRBA Suburb of Origin. Official awards and certificates were publicly presented at the Australia Day Flag Raising, Citizenship and Awards Ceremony on Sunday 26 January 2020.

Australia Day 2020 - 26 January

Australia Day Flag Raising and Citizenship Ceremony was held at the Palmerston Recreation Centre on Sunday 26 January 2020 from 1.00pm - 3.00pm. This special event attracted approximately 200 guests. The Ceremony incorporated Welcome to Country by Jeanneen McLennan. Australian Defence Force (ADF) personnel carried out traditional raising of the Australian Flag as Christie Jacobs sang the Australian National Anthem. Entertainment was provided by the Darwin City Brass band.

Thirty new Australians affirmed their commitment to Australia and received their Citizenship Certificates. The conferees came from Pakistan, Vietnam, Taiwan, United Kingdom, Philippines, Afghanistan, Canada, Singapore, Zimbabwe, India, Poland, Indonesia, Nigeria, Sweden, Denmark and Kenya.

Six Student Citizen Awards were presented by the Hon. Eva Lawler, representing the Chief Minister of the Northern Territory and Jeanette Button, Chair of the Australia Day Council. Students attended from Driver Primary School, Durack Primary School, Palmerston Christian School (Primary) and Good Shepherd Lutheran College.

Palmerston Citizen of the Year, Young Citizen of the Year and Event of the Year Awards were presented by the Mayor of Palmerston Mrs Athina Pascoe-Bell, and 2019 Citizen of the Year Denique Stewart. These awards were presented to local achievers for their outstanding contribution to our community and have always been a major feature of our Australia Day Ceremony.

Chinese New Year Blessing with the Chung Wah Society Dragon & Lion Dance Troupe - 澳洲達

爾文中華會龍獅團 – 2 February



All patrons and community members were welcomed into the City of Palmerston Library to enjoy a traditional Chinese Lion Dance. Information about this event and the tradition behind it were shared on the Library's Facebook Page



Bilingual Storytime (Dutch) – 20 February



The Library continues to celebrate the diversity of Palmerston with Bilingual Storytime, with Library Assistant Manager Renee Van der Poel, delivered Storytime in Dutch.



Staff Member delivering Storytime



Young library members enjoying Bi-lingual Storytime

Around 25 families, 60 participants attended the event. 3 members of the community have been in contact, expressing an interest in delivering Bilingual Storytime to the community from the library. Throughout the COVID-19 situation library staff will continue to deliver Bilingual Storytime Online with a Portuguese and French session already scheduled.

Harmony Day Storytime – 19 March



Mayor Athina Pascoe-Bell

Harmony Week celebrates Australia's cultural diversity.

Due to COVID-19 restrictions, STEPS Belly Dance Troupe was unable to attend Storytime. Instead, Library staff member Alfiya (who moonlights as a belly dancer), stepped in to offer a performance and a mini workshop for our Storytime families. In addition, Mayor Athina Pascoe-Bell joined us to read, sing and dance. Both of our special guests were warmly welcomed by attendees. There were approximately 35 people in attendance.



New Belly dancers enjoying Harmony Day activities



Palmy Making Something Out of Nothing (MSON) Music Project – Weekly – January - March
Members Projects are coming along very well. Confidence and performance attitudes are improving with each attendance. We are now fusing different styles and mixing and matching the students for a challenge and to encourage teamwork. Having a few girls in the group really widens the diversity in the room and the collaborations and effort from everyone has been amazing.
Due to the COVID-19 restrictions, this program has been adapted to become a virtual meetup via Facebook Group and Zoom. It will continue to operate this way until further notice.

Freestyle Friday Dance Meet Up – Weekly – January - March

Freestyle Fridays is a joint initiative designed by Express Studios Director 'Triki' and City of Palmerston. This free program creates a safe environment delivery for a dance platform specializing in the HipHop. Combining with dance troupe 'Dance Enforce', a young crew of student dancers and choreographers from Palmerston aim to better their skills and create 'showcases' that will be demonstrated across the NT in upcoming events and competitions.
Due to the COVID-19 restrictions, this program has also been adapted to become a virtual meetup via Facebook Group and Zoom. It will continue to operate this way until further notice.

Moulden Community Garden

Plans for the proposed Moulden Community Garden have continued this quarter, with the confirmed site at Stanley Park, directly across the road from the initially proposed site and existing Edible Pocket Garden. The proposed plans set out a Gulmoerggin Seasonal garden, an educational garden highlighting the traditional Larrakia seasons, demonstrating Indigenous knowledge, and

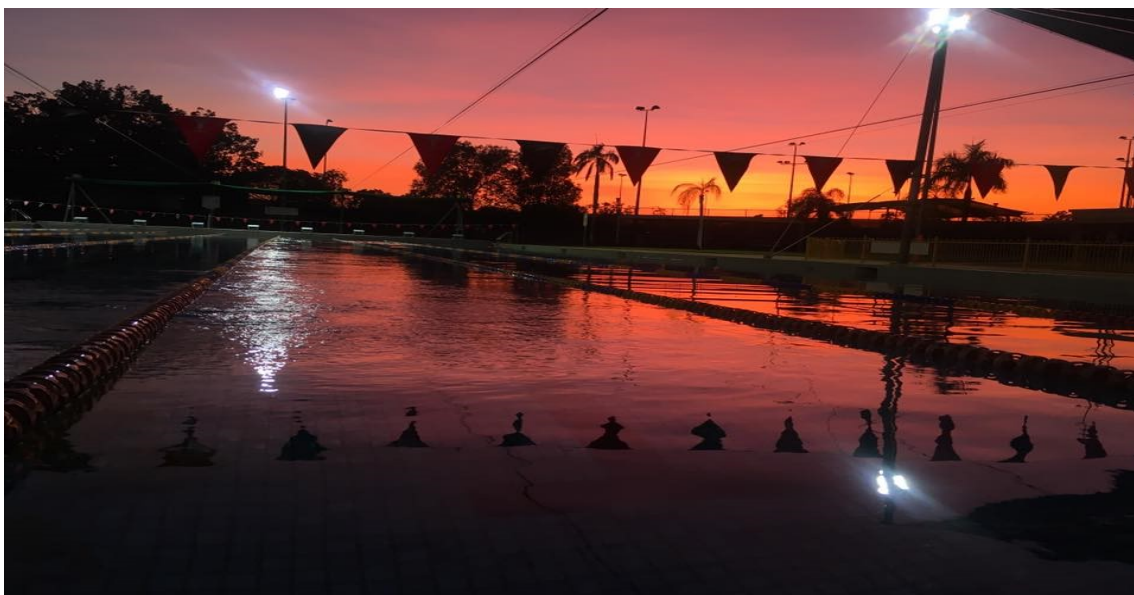
local foods. Community consultations have continued, working with Larrakia Nation, Grow Well Live Well, and leaders from the Gray Community Garden to create key communication channels with members of the community.

A series of community consultation barbeques at the proposed site were scheduled to be delivered in partnership with Larrakia Nation in early April, however these have been indefinitely postponed due to the COVID-19 restrictions. The intent of the consultation is to further community involvement and feedback and inspire community ownership of the garden. These gatherings will be rescheduled once it is safe to do so, with finalisation of the plans, costing, and construction to follow in the months thereafter.

4. A future focus

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

Palmerston Swimming and Fitness Centre



The YMCA of the Northern Territory operates the Swimming and Fitness Centre on behalf of the City of Palmerston.

The facility has continued to see great participation over the past three months, with 6,351 visits in January, 5,568 visits in February and 5,864 visits in March. This was an incredible increase of attendance, up 2,719 from the same quarter last year. The facility was closed from 25 March due to COVID-19 restrictions.

In January we saw a continuation of people taking advantage of the FREE pool access resulting in a 36.5% increase in participation compared to the previous year.

YMCA's Ed Gym and Rec Gym programs were part of the Kid's Activate program with more than 100 participants attending the FREE sessions.

In February the YMCA recorded a significant drop in Recreational Swimming, due to the FREE pool

access initiative finishing at the end of January. However, participation through member and visit pass attendances made up for the losses in Recreational Swimming, with the YMCA recording a record 2,109 participations in this area. The YMCA ran a 'New Year, New You' campaign for the Gym which saw 42 new members join, resulting in a new month end record membership number of 180.

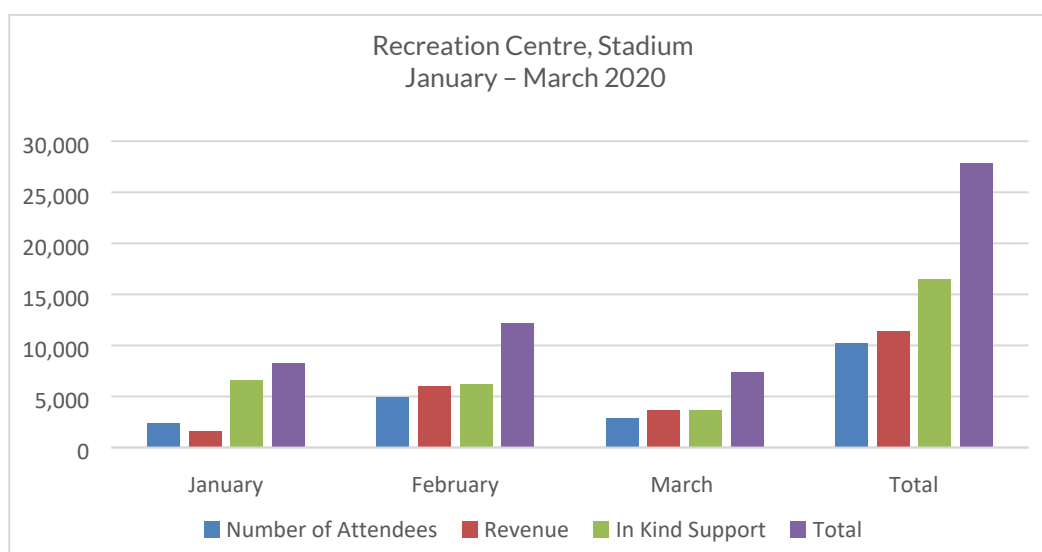
At the beginning of March, the community saw the reintroduction of the highly anticipated FREE pool access program. YMCA have advised that this initiative was well received by the community, and patrons were very appreciative of the refunds offered to existing aquatic membership and visit pass holders. The second half of March was overshadowed by the facility closure due to COVID-19 restrictions. Council officers were provided with YMCA's Phase 1 (social distancing) Management Plan on 16 March, which detailed various operational controls around the effective management of the social distancing, communication to the public and suggested program/service alterations. Directives from federal and territory government evolved rapidly with the mandated closure of the gym component of the facility on 23 March and the aquatic component/remainder of the facility on 25 March. YMCA management provided council officers with a business Closure Plan for both facets of the facility, which were executed by the operational team in line with each deadline. YMCA thanked City of Palmerston Council for their continued support during this trying time and look forward to reopening the facility when deemed feasible.

Recreation Centre

From 23 March 2020, due to COVID-19 restrictions, all Council Community facilities were closed until further notice.

Recreation Centre, Stadium, Quarterly Report – 1 January – 31 March 2020

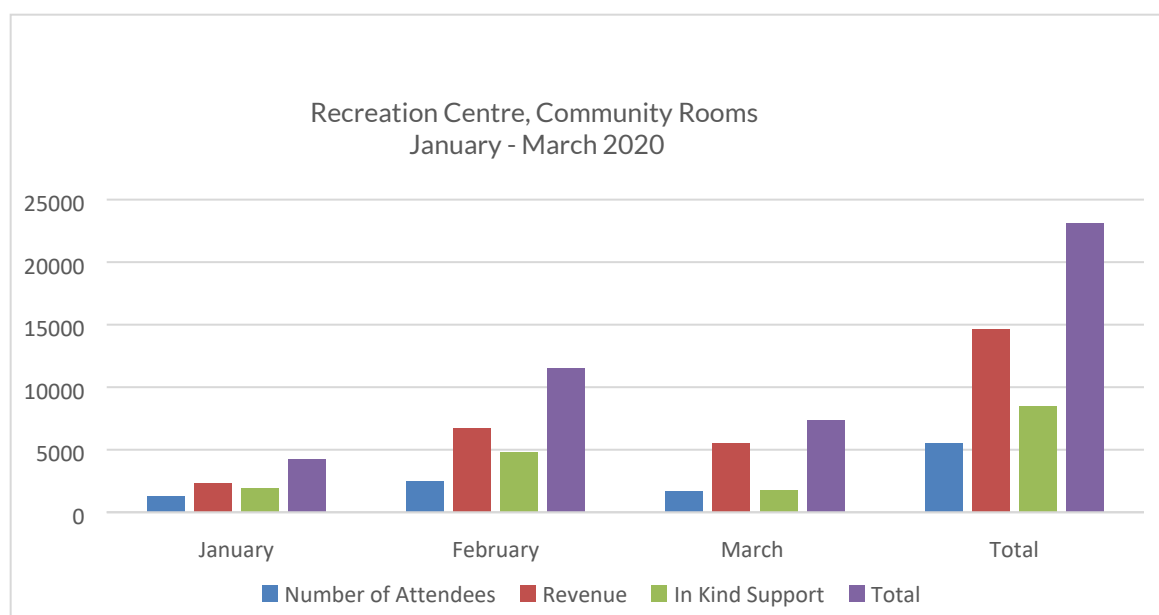
Month	January	February	March	Total
Number of Bookings	64	158	94	316
Number of Hours	199	310	194	703
Number of Attendees	2362	4959	2934	10,255
Revenue	\$1635.00	\$6030.00	\$3715.00	\$11,380.00
In Kind Support	\$6595.00	\$6180.00	\$3690.00	\$16,465.00
Total	\$8230.00	\$12,210.00	\$7,405.00	\$27,845.00



QUARTERLY REPORT/January to March 2020

Recreation Centre, Community Rooms - 1 January – 23 March

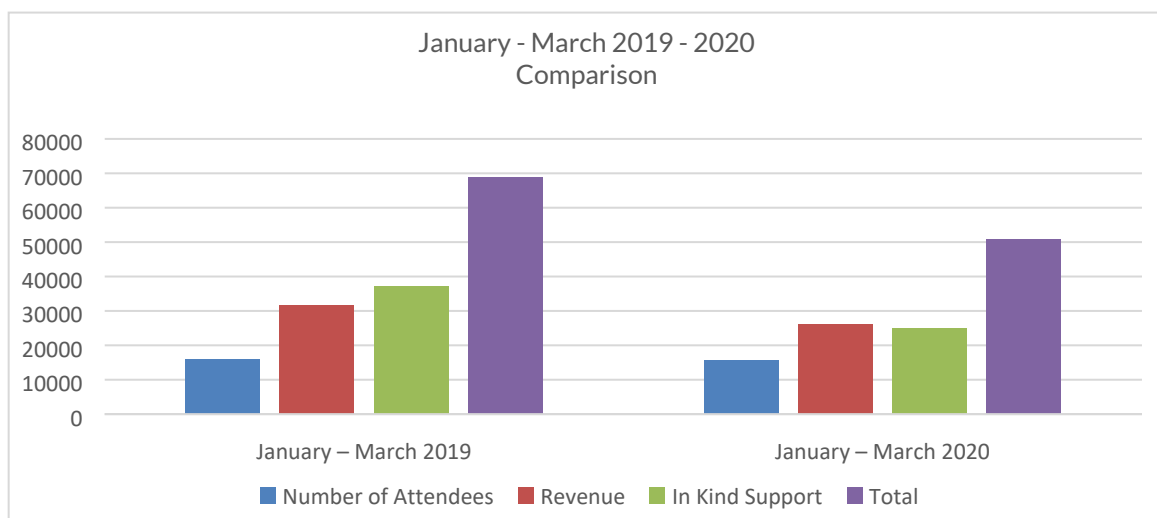
Month	January	February	March	Total
Number of Bookings	55	152	104	311
Number of Hours	167	438	301	906
Number of Attendees	1316	2519	1646	5481
Revenue	\$2340.00	\$6720.00	\$5555.00	\$14,615.00
In Kind Support	\$1900.00	\$4805.00	\$1770.00	\$8475.00
Total	\$4240.00	\$11525.00	\$7325.00	\$23,090.00



A comparison of total Recreation Centre bookings, hours booked and attendance rates from the same time last year.

	January – March 2019	January – March 2020
Number of Bookings	677	627
Number of Hours Booked	1833	1608
Number of Attendees	15,958	15,736
Revenue	\$31,532.00	\$25,995.00
In-Kind Support	\$37,202.00	\$24,940.00
Total	\$68,734.00	\$50,935.00

QUARTERLY REPORT/January to March 2020

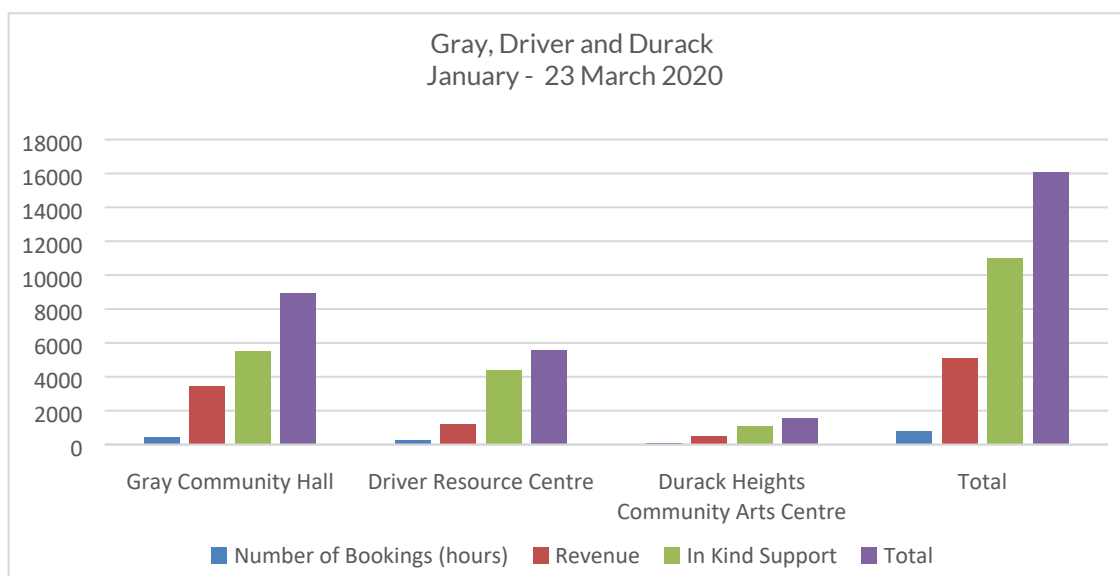


Community Halls

From 23 March 2020, due to COVID-19 restrictions, all Council Community facilities were closed until further notice.

Gray, Driver and Durack Quarterly Figures – 1 January – 23 March 2020

	Gray Community Hall	Driver Centre Resource	Durack Heights Community Arts Centre	Total
Number of Bookings (hours)	438	295	62	795
Revenue	\$3452.00	\$1196.00	\$480.00	\$5128.00
In Kind Support	\$5493.00	\$4409.00	\$10,80.00	\$10,982.00
Total	\$8945.00	\$5605.00	\$15,60.00	\$16,110.00



QUARTERLY REPORT/January to March 2020

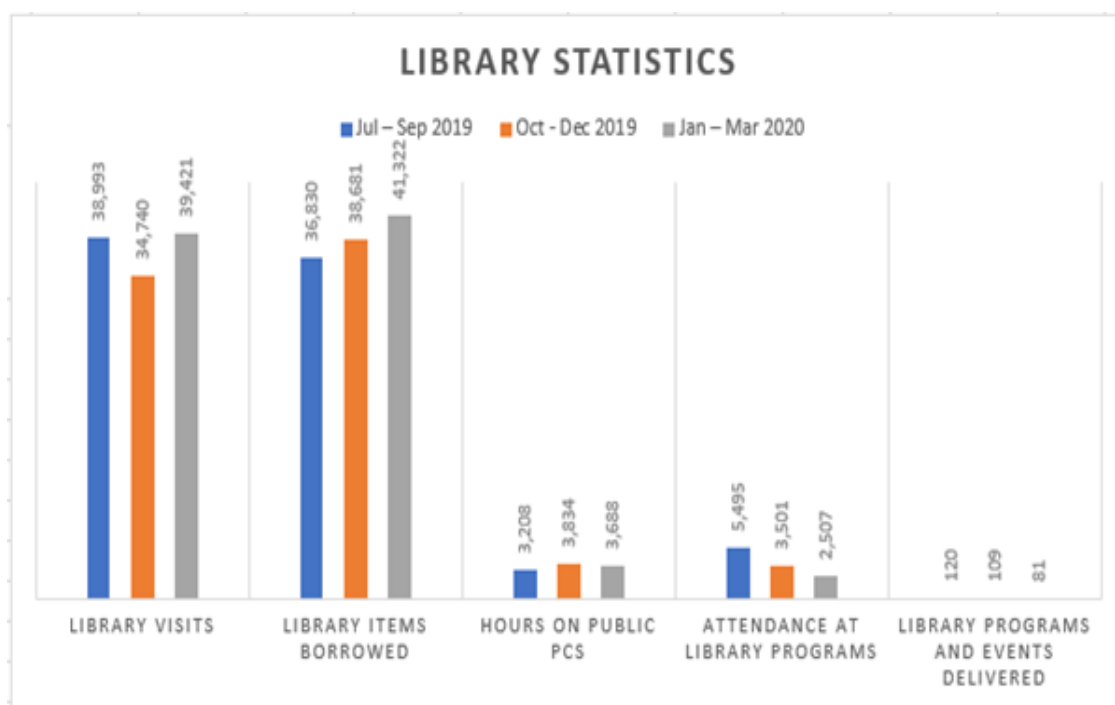
City of Palmerston Library

Library Community Room and Training Room Bookings, 1 January – 23 March 2020

Month	January 2020	February 2020	March 2020	Total
Number of Bookings	51	94	66	211
Number of Hours	161	280	56	497
Revenue	\$2470	\$3950	\$1770	\$8190
In Kind Support	\$500	\$1280	\$980	\$2760
Programs/Internal	\$970	\$1600	\$670	\$3240

Library Statistics Comparison

	Jul – Sep 2019	Oct – Dec 2019	Jan – March 2020
Library visits	38,993	34,740	39,421
Library items borrowed	36,830	38,681	41,322
Hours on public PCs	3,208	3,834	3,688
Attendance at library programs	5,495	3,501	2,507
Library programs and events delivered	120	109	81

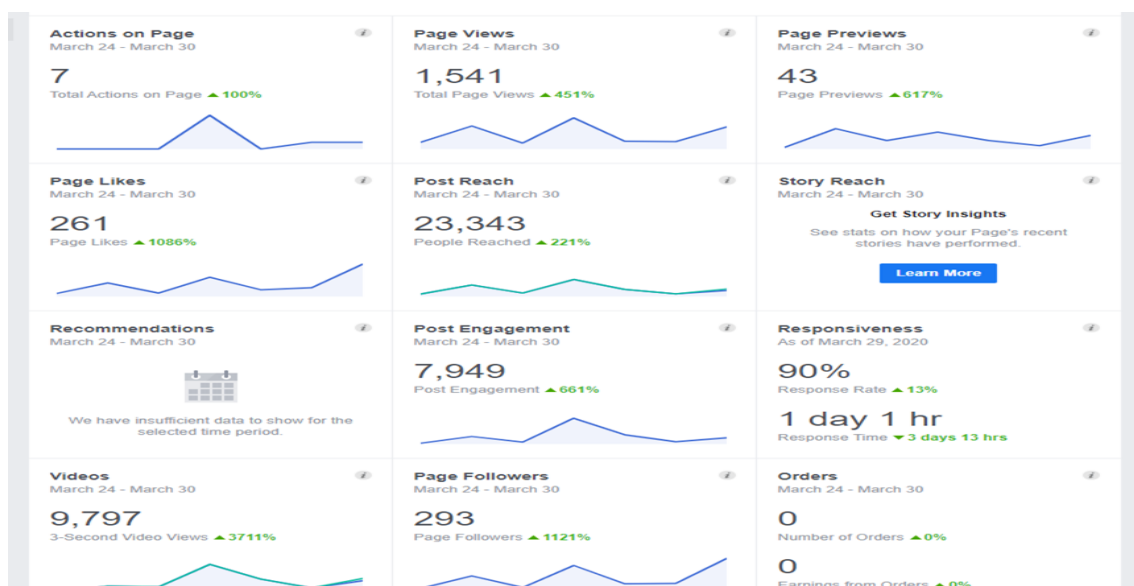


Library Programs Statistics, January – March 2020

Programs/Services	Number	Attendances				
	Held	Pre School	School	Youth	Adults	Totals
Holiday	15	2	428	8	219	657
Gadget & Games	8	14	68	7	42	131
Digital Literacy	7				27	27
Storytime	16	369			325	694
Nurserytime	9	243	2		232	477
Outreach	3	43			8	51
Geek Squad	8			200		200
Code Club	7		132			132
Events	4		5	3	114	122
Home Service	4				16	16
Totals	81	671	635	218	983	2507

Library Statistics COVID-19 Online Engagement (from library closure 23 March 2020)

	23 – 31 March
Click and Collect Transactions	13
Online Memberships	13
Mobile Printing Transactions	7
Phone Enquiries	69
Face-to Face Enquires (through window)	22
Online Storytime Sessions	3



6. Governance

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

Palmerston Seniors Advisory Committee – 3 February

City of Palmerston consults bimonthly with the Palmerston Seniors Advisory Committee (PSAC) regarding issues relating to seniors in the Palmerston Municipality. The first meeting of 2020 was held 3 February. Minutes are provided on Council's website and items of interest are reported in the Grey Goss newsletter, which is produced for the senior community of Palmerston. The meeting scheduled 30 March 2020 was cancelled as a result of COVID-19 restrictions.

Palmerston and Rural Youth Services Network – 4 February & 17 March

There have been two meeting so far this year. At the first meeting our guest speaker was Kat Byron from Sexual Health and Blood Borne Virus unit - Top End Health Service.

Kat gave an informative session of Sexual Health which covered:

- STI prevalence - Palmerston specific data
- Common STIs
- Testing (local options Family Planning, DDHS, Clinic 34, GPs and Darwin options: - Youth Sexual Health clinic at Headspace and Clinic 34)
- How to refer young people to services
- Treatment 101
- Condom access in Palmerston
- Resources youth services can use

At the second meeting, we had two guest speakers; Robbie Exchong from Department of Social Services, who gave a presentation on the implementation of the cashless Card, and Tess Riches Community Development Service Officer who presented on the City of Palmerston's Community Benefit Scheme.

Due to COVID-19 restrictions network meetings are cancelled and we are investigating alternative ways of meeting and continuing to disburse relevant youth information.

Palmerston Safe Communities Committee – 6 February

QUARTERLY REPORT/January to March 2020

Palmerston Safe Communities Committee (PSCC) works in partnership with Council and the NT Government, businesses and the community to reduce and prevent injuries, accidents and crime. The PSCC is committed to promoting the safety and wellbeing of Palmerston residents and visitors. Meetings are held bi-monthly with membership of more than sixty people.

One meeting was held in February during this quarter. It was attended by 22 people and held at the Palmerston Recreation Centre. The scheduled Guest Speaker was unable to attend and will be rescheduled for a future meeting. The City of Palmerston Director of City Growth and Operations discussed the Laneways Project Trial. A report on the outcomes of the Laneways Project will be submitted to Council for review in March.

Palmerston Kids Network – 13 February

Palmerston Kids Network (PKN) is a committed network of workers representing organisations who provide services and programs to children (up to twelve years old) and their families. Meetings are held bi-monthly, with a membership of over one hundred community service providers and attendees. One PKN meeting was held during this quarter, in February.

YIP – Youth Inspiring Palmerston – Fortnightly Meetings

Youth Media Team

The team has been meeting fortnightly at the Palmerston Recreation Centre. During these meetings we have discussed the following:

- Yearly Planner for the Youth Media Team
- Youth Week Marketing Plan
- Supporting youth through the recent COVID-19 situation

These meetings will be held via Zoom moving forward. This will ensure we are able to continue working together safely. Over the coming weeks youth will also be offered further training about graphic design basics.

Top End Regional Organisation of Councils (TopROC) – 6 March

The recent TopROC Animal Reference Group meeting was hosted at Litchfield Council offices; discussion was held around Animal Education program information sharing across local government areas. Uniform Companion Animal Legislation was discussed with the view that the second model By-laws in the discussion paper appear to be the most practical approach. Information was also provided in relation to Councils role and inclusion in the Territory Animal Welfare Emergency Plan.

Palmerston Animal Management Advisory Committee – 25 March - CANCELLED

The meetings for the committee changed to quarterly, with the first meeting scheduled for the 25 March. However due to COVID-19 restrictions, all committee meetings are cancelled indefinitely.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Financial Report for the Month of March 2020
MEETING DATE:	Tuesday 21 April 2020
AUTHOR:	Manager Finance, Maxie Smith
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this report is to present to Council the Financial Report for the Month of March 2020.

KEY MESSAGES

- Operating Income and Expenditure overall are in-line with budget expectations and cashflows.
- Capital Expenditure inclusive of commitments is at 74%, these expenditures are in-line with budget expectations.

RECOMMENDATION

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

BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding months financial report must be presented to Council. The commentary below and the attachment present the financial position of Council at the end of March 2020.

DISCUSSION

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

Operating Income

- Total Operating Income is at 95% of the current budget.
- Rates & Annual Charges Income is currently at 97% due to the total amount of rates for 2019/2020 being levied in August 2019.
- All other Operating Income items are generally tracking as expected at this point in the financial year.

Operating Expenditure

- Total Operating Expenditure is at 77% of the budget inclusive of commitments.
- Water Charges are currently 65% of budget. Due to the timing of the billing cycle fluctuations are expected to occur continually throughout the financial year.
- All other Operating Expenditure is in-line with budget expectations.

Capital Income

- Capital Income is currently 65% of current budget.
- Council is expecting to receive over \$1,000,000 in capital grants over the duration of the financial year.

Capital Expenditure

- Capital Expenditure is at 74% for the year including commitments raised in-line with budget expectations.

Loans

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

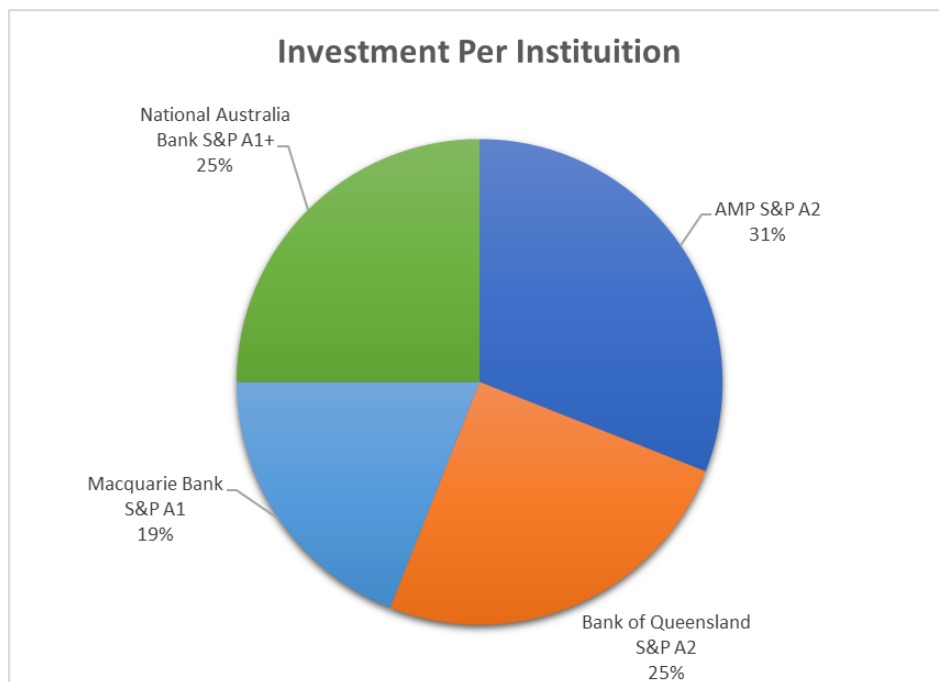
The internal loan for *Making the Switch* has been drawn upon, with the corresponding figures shown in section 2.10 Council Loans. As at the end of March \$3,274,951 of the loan has been expended, with \$38,468 of internal interest accrued. As energy savings from the project are realised, a portion will be allocated to the repayment of the loan, with the remainder allocated to improving the public lighting network as previously approved. At the Second Budget Review 2019/20 savings of \$200,000 in streetlighting maintenance were transferred into reserves as first instalment repayment towards the internal loan for *Making the Switch*.

A comprehensive review of this project will also be undertaken as part of the third budget review process at the end of March 2020.

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

Investments

As at 31 March 2020, Council held a total of \$24,164,603.84 in term deposits in four separate financial institutions. Investments currently maturing may not be reinvested. Investments are compliant with Council policy. The breakup between the institutions is:



Outstanding Rates

Council's overdue rates are currently worth \$3,081,885 or 10.73% of total rates levied for the 2019/2020 financial year, which is marginally higher than last year's result of 10.56%. The final rates instalment was due on 30 March 2020 and as a result the overdue rates will continue to decrease over the remainder of this financial year.

In accordance with FIN17 – Rate Concession as adopted by Council on 7 April 2020 requests for interest remissions have been received from ratepayers experiencing payment difficulties due to the current crisis. 114 have been approved for interest waiver. Interest waiver currently amounts to approximately \$978 to 30 June 2020.

In addition, interest waivers have been applied to 297 properties where the ratepayer has entered a payment arrangement and full payment will be received by 30 June in most cases. Interest waivers amount to approximately \$4,305 to 30 June 2020.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

Budget or resource implications as reflected in the report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

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

18 Financial Reports to Council

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Month End Report March 2020 signed [13.1.2.1 - 20 pages]

Financial Management Reports

March 2020

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



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2.7 Creditor Accounts Outstanding

2.8 Waste Charges

2.9 Commercial Leases

2.10 Council Loans

Section 2

Financial Results

1.1 - Executive Summary as at

31 March 2020

% of year passed

75%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,636,493	27,666,505	97%	0	0%	29,141,493
Statutory Charges	148,200	145,199	98%	0	0%	146,100
User Charges & Fees	1,054,006	835,249	79%	0	0%	867,776
Interest & Investment Revenue	983,160	840,255	85%	0	0%	965,160
Reimbursements	1,614	2,775	172%	0	0%	1,614
Other Income	298,900	186,763	62%	0	0%	300,200
Grants, Subsidies & Contributions	1,881,427	1,645,576	87%	0	0%	1,881,427
Operating Income	33,003,800	31,322,322	95%	0	0%	33,303,770
Operating Expenditure						
Employee Costs	-9,757,324	-6,790,345	70%	-2,886	0%	-9,772,324
Professional Services	-1,584,700	-1,061,676	67%	-503,915	32%	-1,887,100
Auditor's Remuneration	-35,000	-4,736	14%	0	0%	-35,000
Operating Lease Rentals	-107,100	-74,212	69%	-5,701	5%	-82,100
Energy	-1,207,057	-760,836	63%	0	0%	-1,089,157
Materials & Contractors	-10,653,807	-6,402,665	60%	-2,292,389	22%	-10,487,307
Depreciation, Amortisation & Impairment	-10,034,021	-7,525,512	75%	0	0%	-10,034,021
Elected Members Expenses	-347,686	-213,446	61%	0	0%	-327,686
Legal Expenses	-413,600	-381,051	92%	-11,500	3%	-399,120
Water Charges	-1,296,844	-846,431	65%	0	0%	-1,614,944
Telephone & Other Communication Charges	-227,484	-209,829	92%	-16,794	7%	-285,484
Community Grants	-130,000	-55,258	43%	-30,000	23%	-130,000
Other Expenses	-3,278,047	-2,570,882	78%	-233,234	7%	-3,323,893
Borrowing Costs	-92,200	-27,810	30%	0	0%	-52,804
Operating Expenditure	-39,164,869	-26,924,689	69%	-3,096,418	8%	-39,520,940
OPERATING SURPLUS/(DEFICIT)	-6,161,069	4,397,633		-3,096,418		-6,217,170
Capital Income			0			
Net gain (loss) on disposal or revaluation of assets	41,489	41,489	100%	0	0%	41,489
Developer Contributions	100,000	42,006	42%	0	0%	100,000
Asset Income	0	0	0%	0	0%	0
Grants received	1,411,887	864,841	61%	0	0%	1,420,000
Capital Income	1,553,376	948,336	61%	0	0%	1,561,489
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-4,607,693	5,345,968		-3,096,418		-4,655,681
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-6,985,065	-2,806,990	40%	-1,520,658	22%	-6,173,119
Asset Upgrade	-9,425,519	-6,337,472	67%	-1,482,304	16%	-9,797,744
Capital Expenditure	-16,410,584	-9,144,462	56%	-3,002,962	18%	-15,970,863
Less Non-Cash Expenditure	-10,034,021	-7,525,512	75%	0	0%	-10,034,021
Plus Gifted Assets	0	0	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-10,984,256	3,727,018		-6,099,380		-10,592,523
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-209,000	-109,762	53%	0	0%	-209,000
Reserve Movement	11,193,256	0	0%	0	0%	10,801,523
NET OPERATING SURPLUS/(DEFICIT)	0	3,617,257		-6,099,380		0

Approved by: Manager Finance

Attachment 13.1.2.1
Section 2
Financial Results

2.1 - Budget Summary Report as at

31 March 2020

% of year passed
Cashflowed Estimate of Budget YTD

75%
94%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	404,876	303,782	75.03%
Governance	404,876	303,782	75.03%
Organisational Services			
Human Resources	0	173	0.00%
Director Organisational Services	65,976	53,227	80.68%
Organisational Services	65,976	53,400	80.94%
Finance			
Financial Services	477,400	435,196	91.16%
Rates	21,942,613	20,905,917	95.28%
Finance	22,420,013	21,341,114	95.19%
Arts & Culture	11,000	11,000	100.00%
Events Promotion	9,614	9,614	100.00%
Health and Wellbeing Services	0	5,080	0.00%
Library Services	983,600	837,292	85.13%
Senior Citizens	1,500	1,500	100.00%
Youth Services	300,000	300,000	100.00%
Animal Management	346,000	321,555	92.93%
Parking & Other Ranger Services	126,200	118,192	93.65%
Lifestyle & Community Services	1,777,914	1,604,233	90.23%
City Growth & Operations			
Civic Centre	143,230	117,475	82.02%
Driver Resource Centre	17,000	8,560	50.35%
Gray Community Hall	17,000	11,178	65.75%
Director City Growth & Operations	0	757	0.00%
Private Works	68,000	41,720	61.35%
Recreation Centre	120,000	66,216	55.18%
Roads & Transport	547,351	411,311	75.15%
Subdivisional Works	50,000	9,581	19.16%
Waste Management	6,806,080	6,845,990	100.59%
Odegaard Drive Investment Property	446,160	368,420	82.58%
Durack Heights Community Centre	200	2,758	1379.12%
CBD Car Parking	120,000	135,828	113.19%
City Growth & Operations	8,335,021	8,019,793	96.22%
	33,003,800	31,322,322	94.91%

Attachment 13.1.2.1
Section 2
Financial Results
31 March 2020

2.1 - Budget Summary Report as at

% of year passed
Cashflowed Estimate of Budget YTD

75%
60%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Organisational Services			
Information Technology	1,000,000	444,841	44.48%
Organisational Services	1,000,000	444,841	44.48%
Finance			
Financial Services	41,489	41,489	100.00%
Finance	41,489	41,489	100.00%
City Growth & Operations			
Roads & Transport	411,887	420,000	101.97%
Subdivisional Works	100,000	42,006	42.01%
City Growth & Operations	511,887	462,006	90.26%
	1,553,376	948,336	61.05%

2.1 - Budget Summary Report as at

31 March 2020

% of year passed
Cashflowed Estimate of Budget YTD

75%
72%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-380,686	-231,839	60.90%	-3,847	1.01%	-235,686
Office of the CEO	-954,794	-821,775	86.07%	-1,500	0.16%	-823,275
Governance	-1,335,480	-1,053,614	78.89%	-5,347	0.40%	-1,058,961
Organisational Services						
Customer Services	-238,637	-227,798	95.46%	-289	0.12%	-228,087
Human Resources	-793,835	-611,613	77.05%	-79,046	9.96%	-690,659
Information Technology	-1,226,077	-1,069,713	87.25%	-57,235	4.67%	-1,126,948
Director Organisational Services	-469,000	-285,668	60.91%	-13,254	2.83%	-298,923
Records Management	-264,501	-209,626	79.25%	-14,351	5.43%	-223,977
Public Relations and Communications	-469,121	-378,148	80.61%	-32,407	6.91%	-410,555
Organisational Services	-3,461,171	-2,782,566	80.39%	-196,583	5.68%	-2,979,149
Finance						
Financial Services	-12,159,768	-9,039,194	74.34%	-29,651	0.24%	-9,068,846
Rates	-390,788	-241,887	61.90%	-87,256	22.33%	-329,143
Finance	-12,550,556	-9,281,082	73.95%	-116,907	0.93%	-9,397,989
Lifestyle & Community Services						
Arts & Culture	-81,480	-57,721	70.84%	-873	1.07%	-58,594
Community Development	-835,434	-628,692	75.25%	-33,080	3.96%	-661,772
Disabled Services	-3,000	0	0.00%	0	0.00%	0
Events Promotion	-385,114	-248,426	64.51%	-28,182	7.32%	-276,608
Families & Children	-19,100	-5,398	28.26%	0	0.00%	-5,398
Health and Wellbeing Services	-55,000	-29,981	54.51%	-6,204	11.28%	-36,185
Library Services	-1,873,771	-1,163,351	62.09%	-64,460	3.44%	-1,227,810
Senior Citizens	-6,500	-5,171	79.56%	0	0.00%	-5,171
Youth Services	-427,566	-359,125	83.99%	-32,867	7.69%	-391,992
Director Lifestyle & Community	-507,846	-277,052	54.55%	-1,398	0.28%	-278,450
Animal Management	-152,000	-100,443	66.08%	-48,427	31.86%	-148,871
Parking & Other Ranger Services	-823,781	-639,368	77.61%	-7,727	0.94%	-647,095
Lifestyle & Community Services	-5,170,593	-3,514,727	67.98%	-167,064	3.23%	-2,941,979
City Growth & Operations						
Aquatic Centre	-630,134	-399,482	63.40%	-132,104	20.96%	-531,586
Archer Sports Club	-256	-161	62.92%	0	0.00%	-161
Civic Centre	-399,243	-263,022	65.88%	-60,494	15.15%	-323,516
Depot	-71,273	-44,046	61.80%	-8,519	11.95%	-52,565
Driver Resource Centre	-25,500	-10,184	39.94%	-2,210	8.67%	-12,394
Emergency Operations	-38,800	-23,006	59.29%	-30,733	79.21%	-53,738
Gray Community Hall	-53,067	-35,776	67.42%	-4,741	8.93%	-40,518
Director City Growth & Operations	-561,157	-329,561	58.73%	-72,218	12.87%	-401,778
Open Space	-4,590,116	-2,873,476	62.60%	-217,887	4.75%	-3,091,363
Private Works	-91,816	-66,963	72.93%	0	0.00%	-66,963
Recreation Centre	-257,623	-149,487	58.03%	-34,136	13.25%	-183,623
Roads & Transport	-2,339,178	-1,352,878	57.84%	-235,001	10.05%	-1,587,879
Stormwater Infrastructure	-295,000	-150,530	51.03%	-18,623	6.31%	-169,153
Street Lighting	-1,020,000	-637,701	62.52%	-13,922	1.36%	-651,623
Subdivisional Works	0	-56	0.00%	0	0.00%	-56
Waste Management	-5,924,383	-3,735,094	63.05%	-1,664,522	28.10%	-5,399,617
Odegaard Drive Investment Property	-140,206	-93,061	66.37%	-686	0.49%	-93,747
Durack Heights Community Centre	-24,220	-12,000	49.55%	-3,303	13.64%	-15,304
CBD Car Parking	-123,097	-89,374	72.60%	-24,205	19.66%	-113,579
Goyder Square	-62,000	-6,965	11.23%	-9,435	15.22%	-16,399
City Growth & Operations	-16,647,069	-10,272,822	61.71%	-2,532,739	15.21%	-12,805,561
	-39,164,869	-26,904,810	68.70%	-3,018,641	7.71%	-29,183,640

Financial Results

2.1 - Budget Summary Report as at

31 March 2020

% of year passed
Cashflowed Estimate of Budget YTD

75%
76%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-2,443,050	-1,232,543	50.45%	-509,075	20.84%	-1,741,618
Organisational Services	-2,443,050	-1,232,543	50.45%	-509,075	20.84%	-1,741,618
Finance						
Financial Services	-341,489	-102,761	30.09%	-30,313	8.88%	-133,074
Finance	-341,489	-102,761	30.09%	-30,313	8.88%	-133,074
Events Promotion	0	0	0.00%	-62,875	0.00%	-62,875
Health and Wellbeing Services	-9,000	-5,728	63.65%	0	0.00%	-5,728
Library Services	-125,000	0	0.00%	-26,750	21.40%	-26,750
Director Lifestyle & Community	-80,000	0	0.00%	0	0.00%	0
Lifestyle & Community Services	-214,000	-5,728	2.68%	-89,625	41.88%	-95,353
City Growth & Operations						
Aquatic Centre	-1,478,516	-1,352,857	91.50%	0	0.00%	-1,352,857
Civic Centre	-230,000	-199,633	86.80%	-57,503	25.00%	-257,136
Depot	-143,000	-57,073	39.91%	-7,017	4.91%	-64,089
Driver Resource Centre	-10,000	-4,600	46.00%	-7,430	74.30%	-12,030
Gray Community Hall	-26,000	0	0.00%	0	0.00%	0
Director City Growth & Operations	-696,905	-124,066	17.80%	-9,933	1.43%	-133,999
Open Space	-2,395,605	-680,984	28.43%	-438,974	18.32%	-1,119,958
Recreation Centre	-275,000	-79,119	28.77%	-14,500	5.27%	-93,619
Roads & Transport	-3,531,754	-1,676,525	47.47%	-1,040,033	29.45%	-2,716,557
Stormwater Infrastructure	-170,000	-19,507	11.47%	-94,096	55.35%	-113,603
Street Lighting	-3,013,529	-2,902,550	96.32%	-683,504	22.68%	-3,586,054
Subdivisional Works	-567,000	-371,856	65.58%	-7,216	1.27%	-379,072
Waste Management	-874,736	-354,539	40.53%	-8,170	0.93%	-362,709
City Growth & Operations	-13,412,045	-7,823,309	58.33%	-2,368,375	17.66%	-10,191,683
	-16,410,584	-9,164,341	55.84%	-2,997,388	18.26%	-12,161,729

Section 2

Financial Results

2.2 Reserves Schedule

	Balance as at 1/07/2019	TO RESERVES					FROM RESERVES					Balance as at 30/06/2020
		Original Budget \$	Carry Forwards & Rollovers \$	Budget Reviews 1st Review \$	2nd Review \$	Adopted Budget \$	Original Budget \$	Carry Forwards & Rollovers \$	Budget Review 1st Review \$	2nd Review \$	Adopted Budget \$	
Externally Restricted Reserves												
Unexpended Grants Reserve	9,063,501	0	0	0	250,000	250,000	350,000	2,920,793	400,000	1,258,345	4,929,138	4,384,364
	9,063,501	0	0	0	250,000	250,000	350,000	2,920,793	400,000	1,258,345	4,929,138	4,384,364
Internally Restricted Reserves												
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	36,900	0	36,900	463,100
Unexpended Capital Works Reserve	1,195,255	0	0	0	0	0	0	1,195,255	0	0	1,195,255	0
Developer Funds In Lieu Of Construction	5,099,661	500,000	0	0	200,000	700,000	2,439,000	0	567,000	400,000	3,406,000	2,393,661
Waste Management Reserve	1,582,545	135,000	0	187,000	0	322,000	0	0	0	0	0	1,904,545
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	865,949	0	0	0	0	0	0	0	201,000	50,000	251,000	614,949
	9,393,410	635,000	0	187,000	200,000	1,022,000	2,439,000	1,195,255	804,900	450,000	4,889,155	5,526,255
Unrestricted Reserves												
Working Capital Reserve	8,971,837	219,038	0	0	0	219,038	1,270,000	300,000	1,296,002	0	2,866,002	6,324,873
	8,971,837	219,038	0	0	0	219,038	1,270,000	300,000	1,296,002	0	2,866,002	6,324,873
Total Reserve Funds*	27,428,748	854,038	0	187,000	450,000	1,491,038	4,059,000	4,416,048	2,500,902	1,708,345	12,684,295	16,235,492

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


 Approved by: Manager Finance

Section 2

Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/03/2020

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,500,000.00	2.20%	April 22, 2020	22		
AMP	S&P A2	\$ 1,500,000.00	1.70%	May 20, 2020	50		
AMP	S&P A2	\$ 1,500,000.00	1.60%	July 15, 2020	106		
AMP	S&P A2	\$ 1,500,000.00	1.65%	August 26, 2020	148		
AMP	S&P A2	\$ 1,500,000.00	1.80%	June 10, 2020	71	\$ 7,500,000.00	31.04%
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	June 17, 2020	78		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	July 29, 2020	120		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.63%	August 12, 2020	134		
Bank of Queensland	S&P A2	\$ 1,500,000.00	1.53%	July 1, 2020	92	\$ 6,000,000.00	24.83%
Macquarie	S&P A1	\$ 1,500,000.00	1.60%	April 22, 2020	22		
Macquarie	S&P A1	\$ 1,500,000.00	1.60%	May 20, 2020	50		
Macquarie	S&P A1	\$ 1,500,000.00	1.65%	December 16, 2020	260	\$ 4,500,000.00	18.62%
National Australia Bank	S&P A1+	\$ 7,642.22	0.30%				
National Australia Bank	S&P A1+	\$ 156,954.83	0.30%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.65%	April 8, 2020	8		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.64%	May 6, 2020	36		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.56%	June 3, 2020	64		
National Australia Bank	S&P A1+	\$ 1,500,000.00	1.59%	May 20, 2020	50	\$ 6,164,597.05	25.51%

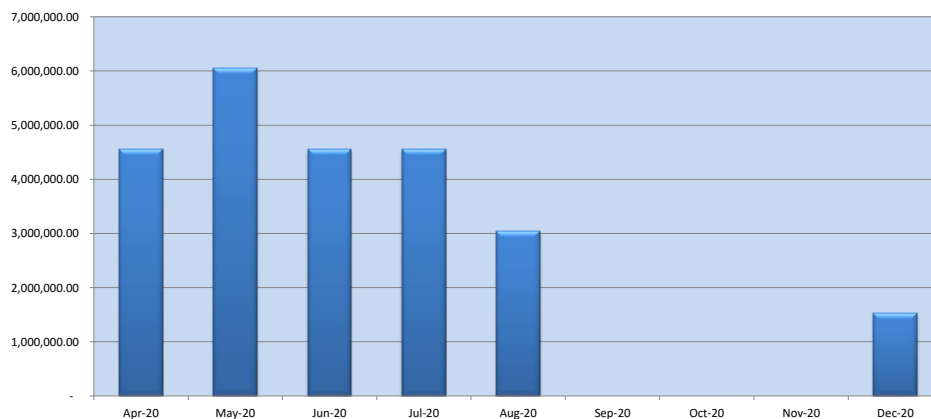
TOTAL SHORT TERM INVESTMENT	\$ 24,164,603.84	Average Days to Maturity	82
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% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 44%	A2/P2 (max 60%) 56%	A3 (max 40%) 0%	100%
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Weighted Average Rate	1.66%	BBSW 90 Day Rate Benchmark	0.37%
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GENERAL BANK FUNDS	\$ 8,867,604.17	Total Budget	-\$ 400,000.00
		Investment Earnings	
TOTAL ALL FUNDS	\$ 33,032,208.01	Year to Date	-\$ 368,104.65
		Investment Earnings	

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,100,000	\$ 368,420	\$ 93,061	\$ 275,359	115,274

Approved by: Manager Finance

Section 2

Financial Results

31 March 2020

2.4 Debtor Control Accounts

SUNDRY DEBTORS:						
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS
	49,767.11	37,872.48	189.82	2,143.00	5,337.50	4,224.31
RATES:						
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME			
Mar-20	\$3,081,885	\$702,494	10.73%			
Mar-19	\$2,959,405		10.56%			
TOTAL OVERDUE \$	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged Prior to 2016/2017	
\$3,081,885	\$2,559,782	\$343,405	\$119,367	\$44,968	\$14,363	
INFRINGEMENTS:			\$			
Animal Infringements			131,023.66			
Public Places			9,902.00			
Parking Infringments			172,046.23			
Litter Infringements			875.00			
Signs			0.00			
Other Law and Order			0.00			
Net Balance on Infringement Debts			<u>313,846.89</u>			


Approved by: Manager Finance

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2020	2019	2018	2017	2016	2015
Operating Surplus Ratio							
Total Operating Surplus/Deficit	0.00%	-18.67%	-23.02%	-26.12%	-5.16%	-39.40%	-20.18%
Total Operating Income							
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.							
Debt Service Ratio (External Loans)							
Net Debt Service Cost	<5%	0.87%	0:00%	0:00%	0:00%	0:00%	0:00%
Operating Revenue							
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.							
Rate Coverage Percentage							
Rate Revenues	60%-75%	66.15%	63.87%	61.38%	59.25%	60.02%	61.53%
Total Revenues							
This indicator shows the percentage of total revenue raised through rates income.							
Rates & Annual Charges Outstanding Percentage							
Rates & Annual Charges Outstanding	<5%	10.73%	3.88%	3.47%	3.57%	3.16%	3.47%
Rates & Annual Charges Collectible							
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.							


SECTION 2

Financial Results

		2.6 - Creditor Accounts Paid	March 2020
Creditor Name	Creditor Payment Type	Amount \$	
V02486 Macquarie Bank Limited	Investment	1,500,000.00	
V01936 Arjays Sales & Services Pty Ltd	General Creditors	260,099.73	
2 Australian Taxation Office - PAYG	General Creditors	233,738.00	
479 Jardine Lloyd Thompson Pty Ltd	General Creditors	200,174.56	
54 Powerwater	Utilities	177,125.66	
V00295 Jacana Energy	Utilities	176,298.07	
639 Cleanaway Pty Ltd.	General Creditors	165,820.26	
V02521 Darwin Commercial Construction and Maintenance Pty	General Creditors	119,607.54	
V01913 OrangeTek	General Creditors	114,834.00	
5104 JLM Contracting Services Pty Ltd	General Creditors	112,882.22	
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	94,073.13	
46 Downer EDI Works Pty Ltd	General Creditors	80,926.21	
712 Paradise Landscaping (NT) Pty Ltd	General Creditors	80,779.78	
87 Industrial Power Sweeping Services Pty	General Creditors	78,918.98	
V02378 Espec NT Pty Ltd as trustee for The Espec Trust	General Creditors	71,972.12	
V01789 Next Energy Lighting Pty Ltd	General Creditors	69,425.99	
V00164 1spatial Australia Pty Limited	General Creditors	57,744.50	
3936 Arafura Tree Services and Consulting	General Creditors	56,958.00	
938 Nightcliff Electrical	General Creditors	53,725.61	
V00773 Akron Group NT Pty Ltd	General Creditors	52,204.73	
3438 NT Shade & Canvas Pty Ltd	General Creditors	44,904.20	
V02509 Harbour Software Pty Ltd	General Creditors	44,369.50	
V00157 McArthur Management Services (Vic) P/L	General Creditors	43,059.54	
V00855 ESRI Australia	General Creditors	41,800.00	
798 YMCA of the Northern Territory	General Creditors	34,206.80	
V01755 Liquid Blu Pty Ltd	General Creditors	29,040.00	
V01718 Arnhem Nursery	General Creditors	26,611.20	
5508 Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	24,726.96	
V01629 Smarter Technology Solutions	General Creditors	23,574.68	
V00250 Ward Keller	General Creditors	21,693.10	
3971 Pipeline Renovations Pty Ltd trading as RenoFLO	General Creditors	21,075.17	
V00285 Palmerston & Litchfield Seniors Association Inc	Grants, Sponsorships, Donations & Prizes	18,000.00	
V01590 MSKK Pty Ltd T/A Trojon Contractors	General Creditors	17,410.80	
V00228 Outback Tree Service	General Creditors	16,115.00	
V01009 Australian Parking and Revenue Control Pty Limited	General Creditors	15,512.47	
V02311 NTBS Consulting Engineers Pty Ltd	General Creditors	15,048.00	
V00694 Subscribe-Software Pty Ltd	General Creditors	14,215.08	
V01134 Territory Technology Solutions Pty Ltd	General Creditors	14,168.84	
V02534 Water Dynamics Pty Limited	General Creditors	14,021.83	
5254 True North	General Creditors	12,983.71	
4538 Byrne Consultants	General Creditors	12,980.00	
5 Australia Post	General Creditors	12,908.22	
4190 National Australia Bank	General Creditors	12,875.34	
V02245 Peter Adamovsky	General Creditors	12,320.00	
47 Telstra Corporation Ltd	General Creditors	11,726.17	
V00599 Athina Pascoe-Bell	Elected Members	10,548.24	
3787 Total Event Services T/A Top End Sounds P/L	General Creditors	10,010.00	
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	9,884.94	
V01664 BCA Engineers Pty Ltd	General Creditors	9,570.00	
V02497 Barrier Group Pty Ltd	General Creditors	9,416.00	
V02542 Roadside Services and Solutions Pty Ltd	General Creditors	8,476.60	
V02370 Leading Edge Computers Darwin - Infinity Computers	General Creditors	8,076.00	
V00368 iWater NT	General Creditors	7,920.00	
V01911 Darwin Plant Wholesalers	General Creditors	7,606.50	
4963 Centratech Systems Pty Ltd	General Creditors	6,487.54	
V01565 Waste and Management Services Pty Ltd	General Creditors	6,477.53	
2161 GHD Pty Ltd	General Creditors	6,462.50	
V00614 RTM - Dept. of the Attorney General and Justice	General Creditors	6,083.00	
5611 Steelmans Tools and Industrial Supplies	General Creditors	5,730.40	
V02558 Queensland University of Technology	General Creditors	5,550.00	

	Creditor Name	Creditor Payment Type	Amount \$
26	Viva Energy Australia Ltd	General Creditors	5,359.71
V02561	Mirrors Robes & Showerscreens Pty Ltd	General Creditors	5,353.00
V01612	News Corp Australia	General Creditors	5,143.18
V01694	NT Advertising and Distribution	General Creditors	5,137.00
V02511	GTG Irrigation & Landscaping Pty Ltd	General Creditors	4,689.30
4065	Southern Cross Protection Pty Ltd	General Creditors	4,575.26
V00271	Fuji Xerox Business Centre NT	General Creditors	4,369.94
V01335	Accidental Health & Safety Brisbane South & NT	General Creditors	4,357.31
V02546	Land Surveys No Problems Just Solutions Pty Ltd	General Creditors	4,356.00
V02386	One Touch Property Maintenance	General Creditors	4,319.90
V01691	Blackwoods	General Creditors	4,287.32
2977	Security & Technology Services P/L	General Creditors	4,222.35
V02593	Shane Raymond Nolan	Refunds & Reimbursements	3,861.00
V01615	Autopia Management Pty Limited	General Creditors	3,729.12
V01785	M&S Mowing Plus	General Creditors	3,608.00
V01879	Fire and Safety Australia Pty Ltd	General Creditors	3,280.00
V01572	Lucy Morrison	Elected Members	3,231.92
V02043	Lumitex Ltd	General Creditors	3,186.41
V01584	Salary Packaging Australia	General Creditors	3,147.38
3313	Zip Print	General Creditors	2,975.50
274	CSG Business Solutions (NT) Pty Ltd	General Creditors	2,853.83
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	2,822.34
V01389	Darwin Argos Painting	General Creditors	2,805.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V01958	Ross Kourounis T/A Rossi Architects	General Creditors	2,725.80
353	Otis	General Creditors	2,622.60
V02611	N B Gregory	Refunds & Reimbursements	2,600.00
V00474	Lane Communications	General Creditors	2,544.27
2199	SBA Office National	General Creditors	2,541.12
V01570	Sarah Louise Henderson	Elected Members	2,535.18
V01732	Forrest PR	General Creditors	2,500.00
V01573	Amber Garden	Elected Members	2,451.85
V01863	Masters Engineering Consultancy Pty Ltd	General Creditors	2,310.00
V01569	Benjamin Giesecke	Elected Members	2,301.85
V01571	Michael Spick	Elected Members	2,235.18
V01579	Damian Hale	Elected Members	2,235.18
V00902	Coles Motors	General Creditors	2,075.00
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	2,035.00
1874	Ulverscroft Large Print Books Limited	General Creditors	2,023.16
3099	Iron Mountain Australia Pty Ltd	General Creditors	2,019.89
V00682	Leigh Dyson Plumbing	General Creditors	2,008.60
V02602	Robart Adlard	Refunds & Reimbursements	2,000.00
V01812	C R Campbell - Electrical and Data Contractors	General Creditors	1,958.00
256	The Bookshop Darwin	General Creditors	1,865.79
V01574	Dr Thomas A Lewis OAM	Elected Members	1,851.85
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	General Creditors	1,841.24
V00279	CAM Interiors	General Creditors	1,743.50
2336	Flick Anticimex Pty Ltd	General Creditors	1,698.52
V00939	Defend Fire Services Pty Ltd	General Creditors	1,489.21
V00200	Red Earth Automotive Pty Ltd	General Creditors	1,453.75
V02167	Sanity Music Stores Pty Ltd	General Creditors	1,448.07
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,434.70
V02590	John Varughese	Refunds & Reimbursements	1,366.76
53	Eggin Electrical	General Creditors	1,336.56
22	Norsign Pty Ltd	General Creditors	1,329.79
V00860	Costojic Pty Ltd	General Creditors	1,260.00
5272	Greville Fabrication Pty Ltd	General Creditors	1,188.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	1,120.00
2915	Territory Uniforms	General Creditors	1,081.95
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	1,078.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,072.98
3189	Seek Limited	General Creditors	1,034.00
2587	Top End RACE	General Creditors	1,029.05
272	City Wreckers	General Creditors	990.00
549	City of Darwin	General Creditors	965.34

Creditor Name	Creditor Payment Type	Amount \$
V02567 Unicard Systems Pty Ltd	General Creditors	924.83
V00681 NT Controls & Automation Pty Ltd	General Creditors	920.55
V01452 CrossFit Palmerston	General Creditors	880.00
4561 Bendesigns	General Creditors	856.85
4679 iSentia Pty Ltd	General Creditors	833.80
V02281 Bootycampnt - Kim Schofield	General Creditors	800.00
V02529 Zelos Health	General Creditors	800.00
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	794.20
5315 Adamant Property Services Pty Ltd	General Creditors	786.63
4871 Reface Industries	General Creditors	786.40
V00284 Wheelers Books	General Creditors	769.69
V00327 Tammy's Fitness Training	General Creditors	720.00
4825 OracleCMS	General Creditors	708.34
V02588 Ross Waters	Refunds & Reimbursements	700.00
V00334 Zumba with Adrijana	General Creditors	640.00
4482 Harvey Norman AV/IT Superstore Darwin	General Creditors	595.00
238 The Australian Local Government Job Directory	General Creditors	572.00
V02603 Maricel Bravo	Refunds & Reimbursements	545.00
4398 Quality Indoor Plants Hire	General Creditors	528.99
V02312 Harris Kmon Solutions Pty Ltd	General Creditors	495.00
4528 Miranda's Armed Security Officers Pty	General Creditors	492.80
V00873 Australia Day Council of SA	General Creditors	478.00
3879 Litchfield Council	General Creditors	474.65
4737 D & L Plumbing & Gasfitting	General Creditors	462.00
2064 Larrakia Nation Aboriginal Corporation	General Creditors	450.00
V02615 Juliette C Ah Toy	Refunds & Reimbursements	447.87
36 Darwin Lock & Key	General Creditors	446.46
4029 Totally Workwear Palmerston	General Creditors	444.00
V02583 GP & JA McKeown	Refunds & Reimbursements	434.00
V00924 Now Leasing NT Rent Trust	Refunds & Reimbursements	429.00
V02607 Kalindi Marnell	Refunds & Reimbursements	405.00
3788 HPA Incorporated	General Creditors	360.00
289 Bolinda Publishing Pty Ltd	General Creditors	358.29
4508 News 4 U	General Creditors	355.25
943 Territory Asset Management Services	General Creditors	330.00
V01741 Northern Territory Mental Health Coalition	General Creditors	320.00
V01609 NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	315.70
V01902 Bellamack Pty Ltd - WA	Refunds & Reimbursements	307.00
V02277 Mowbray Investments Pty Ltd - Food'll do Catering	General Creditors	297.00
V02301 Armaguard	General Creditors	287.10
3504 Raeco International Pty Ltd	General Creditors	278.42
V02402 George's Tech Repairs	General Creditors	271.00
V01065 Forever Fitness and Training - (AL & MN Dainty)	General Creditors	255.00
V02568 Pro-Am Australia	General Creditors	244.20
399 St John Ambulance (NT) Incorporated	General Creditors	243.60
V02259 Animal Management Service Pty Ltd - AMS Products	General Creditors	224.95
V02053 The Potters House Christian Church	Refunds & Reimbursements	217.50
V00343 MAGIQ Software Ltd. T/A - NCS Chameleon Ltd	General Creditors	215.03
V02609 Robyn Secrett (TopEnd Calisthenics)	Refunds & Reimbursements	210.00
2186 Optus Billing Services Pty Ltd	General Creditors	185.00
5387 Odd Job Bob - Darren John Fillmore	General Creditors	170.23
35 WINC Australia Pty Limited	General Creditors	166.76
V00992 Top End Upholsterers & Motor Trimmers	General Creditors	161.50
V02614 Hasnainali Badri	Refunds & Reimbursements	155.00
3648 Mobile Locksmiths Australia Pty Ltd	General Creditors	154.00
V02075 FL Pools Pty Ltd T/a Fingleaf Pool Products	General Creditors	154.00
V00555 Rydges Palmerston	General Creditors	150.00
V01529 Urbex No. 106 Pty Ltd	Refunds & Reimbursements	150.00
V01022 Quality Plumbing & Building Contractors Pty Ltd	General Creditors	132.00
V00202 YACCA GOLD P/L T/A Central Business Equipment	General Creditors	126.50
2802 Palmerston & Rural Markets	Refunds & Reimbursements	125.00
V01404 Phil & Karen Lewis - New Horizons NT	Refunds & Reimbursements	125.00
V02215 Built IT Up - Gargee Lad	Refunds & Reimbursements	125.00
V02572 Bangladesh Community-Mohammed Ashrafal Alam	Refunds & Reimbursements	125.00
V02573 Elite Strata Management NT - Unit Plan 2009/27	Refunds & Reimbursements	125.00

Creditor Name	Creditor Payment Type	Amount \$
V02575 Aries Balino	Refunds & Reimbursements	125.00
V02584 Angelica P Pertudo	Refunds & Reimbursements	125.00
V02585 Jasmeen Bedi-Bhangra Dance Class	Refunds & Reimbursements	125.00
V02597 Jason Eecen - BMX NT	Refunds & Reimbursements	125.00
V02598 Samuel Keitaanpaa	Refunds & Reimbursements	125.00
201 Spotless Facility Services Pty Ltd (T/A Ensign)	General Creditors	96.84
5213 Ms Maxine Dowley	Refunds & Reimbursements	80.00
112 Beaurepaires	General Creditors	66.44
V02556 Daniel Robins	Refunds & Reimbursements	60.00
V02586 Steven Tickell-Dept Env & Nat Resources	Refunds & Reimbursements	60.00
V02587 Karen Maslin	Refunds & Reimbursements	50.00
V02610 Bronwyn Webber	Refunds & Reimbursements	50.00
V02612 Kate Hender	Refunds & Reimbursements	50.00
V02613 Saranjane Morgan	Refunds & Reimbursements	50.00
V01938 Windcave Pty Limited	General Creditors	49.50
V02608 Penny Phillips (NT Calisthenics Association)	Refunds & Reimbursements	45.00
V02112 RTM - Corporate and Strategic Services - AGD	General Creditors	40.00
V02592 Erandi Weerachandra	Refunds & Reimbursements	39.95
V00890 Laundryplus	General Creditors	36.00
V00789 Green Plum Tai Chi	General Creditors	30.00
V02581 Carolyn Stringer	Refunds & Reimbursements	30.00
V01838 B & I Turley	Refunds & Reimbursements	20.00
V02582 Fiona Kardasz	Refunds & Reimbursements	20.00
		4,627,300.78
Percentage of this month's payments made to local suppliers (excludes investments placed)		81%
 Approved by: Manager Finance		


SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding March 2020

Creditor No.	Creditor Name	Amount \$
1607	Sterling NT Pty Ltd	107,616.07
V02378	Espec NT Pty Ltd as trustee for The Espec Trust	99,459.80
549	City of Darwin	84,544.44
3438	NT Shade & Canvas Pty Ltd	81,444.00
V01718	Arnhem Nursery	40,590.00
V00773	Akron Group NT Pty Ltd	38,539.60
5676	Royal Wolf Trading Australia Pty Ltd	31,185.00
V02594	Otium Planning Group Pty Ltd	21,032.00
3936	Arafura Tree Services and Consulting	18,293.00
V00318	StatewideSuper Clearing House	17,331.66
V02291	Phoenix Resilience Pty Ltd	14,190.00
4660	Assetic Australia Pty Ltd	11,550.00
5254	True North	10,465.13
V00813	Middys - Middendorp Electric Co Pty Ltd	10,445.56
5315	Adamant Property Services Pty Ltd	8,453.58
V01590	MSKK Pty Ltd T/A Trojon Contractors	4,120.60
5641	Northern Planning Consultants Pty Ltd	3,960.00
V00368	iWater NT	3,844.50
256	The Bookshop Darwin	3,404.69
3971	Pipeline Renovations Pty Ltd trading as RenoFLO	3,339.12
V02563	Amcom Pty Ltd Acc no 68842	3,047.56
22	Norsign Pty Ltd	3,014.53
274	CSG Business Solutions (NT) Pty Ltd	2,899.07
V02576	Red Gum Performance Group Pty Ltd	2,887.50
5104	JLM Contracting Services Pty Ltd	2,565.15
V02160	Drag Territory	2,400.00
4737	D & L Plumbing & Gasfitting	2,370.50
V02595	Herron Todd White (Northern Territory) Pty Ltd	2,200.00
V02604	James Bennett Pty Ltd	2,198.90
V01936	Arjays Sales & Services Pty Ltd	1,890.90
V00228	Outback Tree Service	1,650.00
V02543	Karen Brown Fine Art	1,650.00
4561	Bendesigns	1,643.40
1580	The Exhibitionist	1,492.70
V01750	Extreme Marquees Pty Ltd	1,318.64
53	Eggins Electrical	1,310.10
V01812	C R Campbell - Electrical and Data Contractors	1,268.30
2977	Security & Technology Services P/L	1,105.28
2587	Top End RACE	1,101.76
48	Top End Line Markers Pty Ltd	950.40
V01694	NT Advertising and Distribution	942.15
V02561	Mirrors Robes & Showerscreens Pty Ltd	891.00
87	Industrial Power Sweeping Services Pty	874.50
3313	Zip Print	869.00
5435	Access Hardware (NT) Pty Ltd	761.97
V02364	Shipping Containers Leasing Pty Ltd	613.80
4398	Quality Indoor Plants Hire	528.99
V00200	Red Earth Automotive Pty Ltd	528.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	468.64
272	City Wreckers	462.00
5357	Amiable Communications - Amy	440.00
V02167	Sanity Music Stores Pty Ltd	439.21
V01324	Leighs Catering	411.62
4029	Totally Workwear Palmerston	396.00
289	Bolinda Publishing Pty Ltd	381.65
2199	SBA Office National	310.51

Attachment 13.1.2.1

Creditor No.	Creditor Name	Amount \$
V01465	Parks and Leisure Australia	250.00
2915	Territory Uniforms	185.78
V02569	Healthscope Independence Services	125.00
V01856	The Landscape Studio	120.00
V00474	Lane Communications	97.33
5387	Odd Job Bob - Darren John Fillmore	93.50
201	Spotless Facility Services Pty Ltd (T/A Ensign)	72.63
V02596	Dharmendra Patel	60.00
610	Data Centre Services (DCS)	46.10
V01769	Snows Run (NT) Pty Ltd T/as Territory Green Waste	40.00
35	WINC Australia Pty Limited	22.41
		663,205.23
<div> Approved by: Manager Finance</div>		

Section 2

Financial Results

2.8 - Waste Charges as at 31 March 2020

Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,806,080	6,845,990	0	6,845,990	100.59%
Income	6,806,080	6,845,990	0	6,845,990	100.59%
Operating Expenditure					
Employee Costs	-840,533	-630,396	0	-630,396	75.00%
Office Administration Expenditure	0	-422	0	-422	0.00%
Professional Services	-180,000	-50,560	-68,795	-119,355	66.31%
Educational Resources	0	-10,095	0	-10,095	0.00%
Utilities	-14,293	-4,540	0	-4,540	31.76%
Street Sweeping	-320,000	-198,841	-28,269	-227,110	70.97%
Litter Collection	-190,000	-131,154	-21,324	-152,478	80.25%
Domestic Bin Collection	-2,052,992	-1,317,659	-708,000	-2,025,659	98.67%
Sundry Expenses	0	0	-135	-135	0.00%
Kerb Side Collections	-105,000	-97,853	0	-97,853	93.19%
Tip Recharge Domestic Bin collection	-670,000	-445,809	-220,000	-665,809	99.37%
Transfer Station	-1,101,705	-598,518	-490,000	-1,088,518	98.80%
Loan Repayments	-92,200	-27,810	0	-27,810	30.16%
Tip Recharge Transfer Station	-357,660	-221,439	-128,000	-349,439	97.70%
Operating Expenditure	-5,924,383	-3,735,094	-1,664,522	-5,399,617	91.14%
Capital Expenditure					
Waste Management Capital Works	-350,000	-354,539	-8,170	-362,709	103.63%
Capital Expenditure	-350,000	-354,539	-8,170	-362,709	103.63%
Borrowings					
Repayments - Archer Loan Principal	-209,000	-109,762	0	-109,762	52.52%
Borrowings	-209,000	-109,762	0	-109,762	52.52%
Profit/(Loss)	322,697	2,646,595	-1,672,692	973,903	



Approved by: Manager Finance

Section 2

Financial Results

31 March 2020

2.9 - Commercial Leases as at Commercial Leases

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	32,000	23,574	0	23,574	73.67%
Director Organisational Services	65,976	53,227	0	53,227	80.68%
Civic Centre	143,230	117,475	0	117,475	82.02%
Income	241,206	194,276	0	194,276	80.54%
Expenditure					
Director Organisational Services	-9,600	-10,802	0	-10,802	112.52%
Expenditure	-9,600	-10,802	0	-10,802	112.52%
Profit/(Loss)	231,606	183,474	0	183,474	

Library Services includes lease held by Mosko's Market

Civic Centre includes the lease held by Adult Mental Health

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

McGees Management Fees charged to Director Organisational Services each month



Approved by: Manager Finance

Section 2

Financial Results

31 March 2020

2.10 - Council Loans

Making the Switch Expenditure

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Expenditure					
LED Lighting PR6JECT-3 Making the Switch	2,163,529	2,712,979	66,549	2,779,529	128.47%
Expenditure	2,163,529	2,712,979	66,549	2,779,529	128.47%

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

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$	% Utilised
Expenditure					
LED Lighting PR6JECT-3 Making the Switch	2,640,000	3,189,451	38,128	3,227,579	122.26%
Public Lighting Officer	114,000	85,500	340	85,840	75.30%
Expenditure	2,754,000	3,274,951	38,468	3,313,419	120.31%

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 financial year. The interest rate is fixed at 2.60% for the duration of the loan.

Internal Loan - Making the Switch Repayments

	Internal Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Making the Switch	2,754,000	200,000	-	200,000	2,554,000
	2,754,000	200,000	-	200,000	2,554,000

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	109,762	27,810	137,571	1,850,238
	1,960,000	109,762	27,810	137,571	1,850,238

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



Approved by: Manager Finance

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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Marlow Lagoon Dog Park - Update April 2020
MEETING DATE:	Tuesday 21 April 2020
AUTHOR:	Acting Director City Growth and Operations, Alex Douglas
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks to inform Council on the status of the community consultation for the proposed upgrade to the dog park due to be finalised and reported to Council at the 2nd Ordinary Meeting in May 2020.

KEY MESSAGES

- Marlow Lagoon Pet Park is the only pet park in the municipality and is highly valued by users.
- It is important given the community value of this facility that appropriate and adequate consultation is undertaken to inform decisions.
- Local company True North Strategic Communications were engaged to undertake on-line and face-to-face consultation.
- Due to the COVID-19 restrictions imposed by the Australian and Territory Governments the consultation process has been suspended.
- The delivery of the project was scheduled for 2020/2021 subject to budget considerations this is still considered achievable.
- There was a limited number of responses received from the online survey prior to suspension.
- Given COVID-19 adequate consultation cannot be undertaken, it is being recommended that consultation be suspended and postponed.

RECOMMENDATION

1. THAT Report entitled Marlow Lagoon Dog Park - Update April 2020 be received and noted.
2. THAT Council endorse the suspension of community consultation for the Marlow Lagoon Dog Park Improvements with a report to the 2nd Ordinary Meeting in August 2020 to review consultation options considering the prevailing COVID-19 emergency response restrictions.

BACKGROUND

At the 2nd Ordinary Council Meeting of 18 February 2020 Council made the following decisions:

13.2.2 Marlow Lagoon Dog Park Improvements 9/0374

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

CARRIED 9/1001 – 18/02/2020

The restrictions affecting social distancing and avoidance of public gatherings has clearly impacted on the ability of Council to undertake face-to-face informed and adequate consultation on the proposed improvements to the dog park facilities.

DISCUSSION

The report considered by the Council on 18 February 2020 outlined a concept plan to improve the scale and range of activities for dogs and their owners at the Marlow Lagoon Reserve. The concept as presented has an estimated cost of \$260,000 in Stage 1 and \$257,000 in Stage 2. The report advised on the scalability of the improvements and hence the potential final cost.

Local consultation company True North Strategic Communications were engaged to prepare a consultation strategy and the methodology is summarised as follows:

- *Meet with stakeholders with a high level of interest in the project*
- *Target stakeholders through existing channels, events and groups*
- *Inform people about the consultation through online information, outdoor signs, posters, fact sheets, face-to-face discussions*
- *Hold two information sessions at the park to provide more detail and discussion*
- *Visit the park for one-on-one discussions and to conduct surveys*
- *Encourage feedback via the online or hard copy survey, phone and email*

A meeting with the Palmerston Animal Management Advisory Committee (PAMAC) had been arranged for 25 March 2020 however this was cancelled due to COVID-19.

The online survey had commenced on 6 March however due to the suspension of the meetings involving face-to-face forums it was considered prudent to remove the survey from Council's website on Thursday 2 April due to the uncertainty of the timeframe restrictions.

At that time there had been 20 surveys completed.

Additional information can be provided on the survey responses to date however in the absence of face-to-face meetings with stakeholder groups and individual users the information may not be fully representative.

The original timeframe aimed for community consultation to be completed by 24 April 2020.

It is being recommended that due to COVID-19 restrictions that community consultation be postponed and reviewed in August 2020.

At this stage it is anticipated that the Stage 1 of the project could still be delivered in 2020/2021 subject to budget considerations.

CONSULTATION PROCESS

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

- Director Organisational Services
- Director Lifestyle and Community
- Communications, Media and Marketing Lead

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

- True North Strategic Communications

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The project was anticipated to be staged and subject to Council budget considerations.

Stage 1 of the project has been referred to the 2020/2021 draft budget considerations.

If supported, even with delayed consultation it is anticipated that Stage 1 would still be delivered in 2020/2021 subject to any ongoing COVID-19 issues.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that ongoing COVID-19 issues will further delay consultation and the project, this will be reviewed in August 2020 and Council updated.

Continuing consultation presents a risk that consultation and the results informing Council may not be adequate and appropriate.

Delaying the consultation will delay the delivery of Stage 1 of the project, however at this stage and subject to the 2020/2021 budget, it is still anticipated Stage 1 could be delivered in 2020/2021.

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.

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.

The Council has demonstrated due diligence in responding to the COVID-19 emergency and showing community leadership in implementing those restrictions and requirements. Continuation of the consultation process would have generated mixed messages.

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

14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

14.2.1 Business Hardship Package

1. THAT Council receive and note correspondence received from the Chief Minister dated 8 April 2020 being Item 14.2.1 entitled Business Hardship Package.
2. THAT a report be prepared on correspondence dated 8 April 2020 entitled Business Hardship Package on how a proposal would work for Council.



CHIEF MINISTER

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5500
Facsimile: 08 8936 5576

Mrs Athina Pascoe-Bell
Her Worship, the Mayor of Palmerston
City of Palmerston
PO Box 1
PALMERSTON NT 0831

Via email: mayor@palmerston.nt.gov.au

Dear Mayor

BUSINESS HARDSHIP PACKAGE

Thank you for your support in fighting the pandemic, COVID19.

The Northern Territory right now is the safest place in the country - and we cannot take it for granted.

That means we will have to keep making tough decisions to save the lives of Territorians.

Like me, you will have seen the impacts of tackling coronavirus first hand - there are a lot of Territorians hurting right now and we have to do everything thing we can to keep businesses open and people working.

The National Cabinet has recognised that the only way for all of us to get from where we are now to the other side of this pandemic is if we spread the economic pain.

Yesterday, National Cabinet agreed to a mandatory Code of Conduct for commercial tenancies. That mandatory code will apply to tenancies where the tenant or landlord is eligible for the JobKeeper Program, and is designed to support small and medium-sized enterprises.

The code brings together a set of good-faith leasing principles, with the key principle being that landlords must negotiate with their commercial tenants to agree on a rent reduction proportionate to the reduction in the tenant's business through a combination of waivers of rent and deferrals of rent.

The key message from the code is that all parts of the economy should share the burden of the financial hardship being experienced by businesses as a result of COVID-19, including Commonwealth, Territory and local governments, landlords, tenants and the banks.



In recent weeks the NT Government has released a Jobs Rescue and Recovery Package worth \$115 million.

In line with the National Cabinet agreement, today the Territory Government has agreed to a further \$180 million *Business Hardship Package* for those businesses that have suffered hardship as a result of COVID-19, noting that many of these businesses are operating from leased commercial properties.

To qualify for the Hardship package, businesses that have a turnover of up to \$50 million must be able to demonstrate that their revenue has dropped by at least 30% (50% for larger businesses for payroll tax relief) when compared to the same month (or three month period) in 2019. This is consistent with the hardship test for the Commonwealth's JobKeeper payments.

The Territory's contribution to this package will see a reduction in payroll tax receipts of up to \$130 million and a further \$50 million to provide a 50% reduction in regulated utility tariffs to affected businesses for 6 months.

To support this \$180 million package, I am asking local governments to also contribute by providing a three month waiver of rates, followed by a three month deferral of rates, for these affected businesses.

This is targeted relief that will help as many businesses in hardship as possible survive.

If you agree we can provide this urgent relief to business quickly.


Legislative work to achieve this outcome will take time businesses don't have.

If you are worried about this placing your Council in a deficit position the Department of Local Government, Housing and Community Development has already been working with councils and the Local Government Association of the Northern Territory, to develop options for councils to ease the burden on commercial ratepayers. I also know that some local councils are considering options that go further than the above request. I thank you for your work so far to support businesses to get through the COVID-19 crisis and ensure they will be able to continue post this crisis.

I understand this request may be difficult for some councils to achieve and I ask that you continue to work with the Department of Local Government, Housing and Community Development to navigate through these issues and to ensure that councils can help share the financial burden, as agreed by all Australian jurisdictions.

I will make sure as many of us as possible get to the other side of this - you, me, business, all of us. I thank you in advance for helping Territory business.

Yours sincerely



MICHAEL GUNNER

8 APR 2020

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

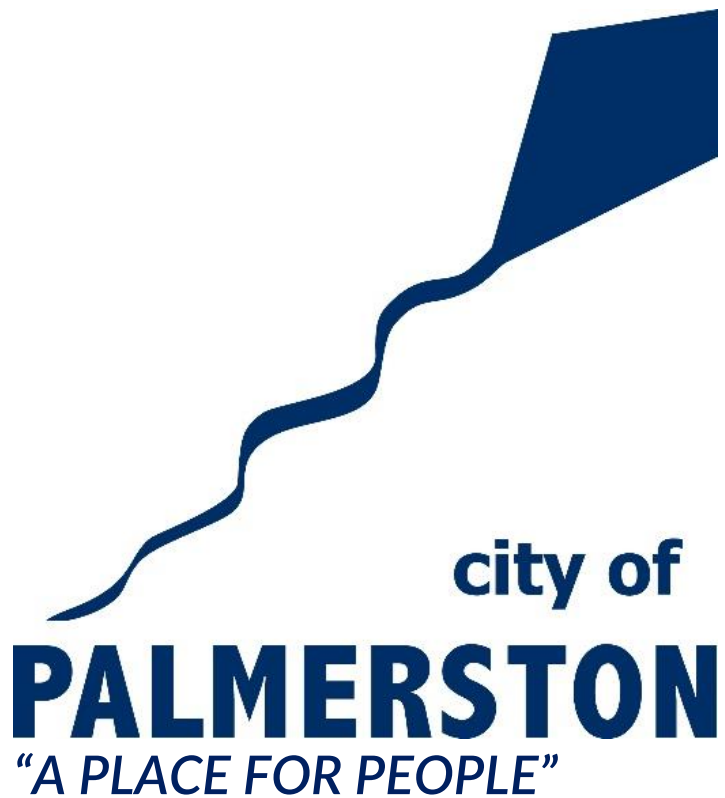
18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 5 May 2020 at 5:30pm via live streaming from the Council website <https://www.palmerston.nt.gov.au>.

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, 7 APRIL 2020

CITY OF PALMERSTON

Minutes of Council Meeting

held via video conference

live streaming from the Council website <https://www.palmerston.nt.gov.au>

on Tuesday 7 April 2020 at 5:30pm.

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Lucy Morrison
Alderman Amber Garden
Alderman Benjamin Giesecke
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
Acting Director City Growth and Operations, Alex Douglas
Minute Secretary, Caroline Hocking

LIVE STREAMING VIEWERS Eight viewers

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

Initials:

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 REQUEST FOR TELECONFERENCING

4.1 Attendance at Council Meetings

Moved: Deputy Mayor Morrison

Seconded: Alderman Henderson

THAT as a result of COVID-19 and ongoing restrictions, all future Council Meetings will be held via teleconferencing and/or audio visual methods and Open Sessions will be live Streamed to the public until further notice, with the Mayor or presiding member chairing the meeting utilising this technology.

CARRIED 9/1056 - 07/04/2020

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Moved: Alderman Spick

Seconded: Deputy Mayor Morrison

THAT the Declaration of Interest received from the Chief Executive Officer for Item 25.2.1 be received and noted.

CARRIED 9/1057 - 07/04/2020

Initials: _____

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Garden
Seconded: Alderman Hale

THAT the minutes of the Council Meeting held on Tuesday, 17 March 2020 pages 10036 to 10045, be confirmed.

CARRIED 9/1058 – 07/04/2020

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - March 2020

Moved: Mayor Pascoe-Bell
Seconded: Alderman Henderson

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

CARRIED 9/1059 – 07/04/2020

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

Initials: _____

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

28.2 JobKeepers Program

Moved: Alderman Lewis
Seconded: Alderman Henderson

1. THAT the verbal update provided by the Chief Executive Officer regarding the JobKeepers Program be received and noted.

CARRIED 9/1073 – 07/04/2020

Moved: Alderman Spick
Seconded: Alderman Garden

2. THAT general business item 28.2 entitled JobKeepers Program move into the 7 April 2020 Open Council minutes.

CARRIED 9/1074– 07/04/2020

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Alderman Garden
Seconded: Alderman Spick

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

ITEM	REGULATION	REASON
25.2.1	8(a)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(a) 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 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.

CARRIED 9/1060 – 07/04/2020

Initials: _____

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 City Growth and Operations Quarterly Report January - March 2020

Moved: Alderman Henderson
Seconded: Deputy Mayor Morrison

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

CARRIED 9/1061 – 07/04/2020

13.1.2 City of Palmerston COVID-19 Stimulus Partnerships

Moved: Alderman Garden
Seconded: Alderman Hale

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

CARRIED 9/1062 – 07/04/2020

Initials: _____

13.2 Action Reports

13.2.1 Appointment of Deputy Mayor – May to October 2020

Moved: Alderman Hale
Seconded: Alderman Henderson

1. THAT Report entitled Appointment of Deputy Mayor – May to October 2020 be received and noted.
2. THAT Council appoint Alderman Garden 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).

CARRIED 9/1063 – 07/04/2020

13.2.2 Community Benefit Scheme April 2020 Update

Moved: Deputy Mayor Morrison
Seconded: Alderman Garden

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* **Attachment 13.2.2.2** 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 2019/2020 into a general Community Benefit Fund for the remainder of the current financial year to assist during COVID-19.

CARRIED 9/1064 – 07/04/2020

Initials: _____

13.2.3 Assistance for Ratepayers

Moved: Alderman Henderson

Seconded: Alderman Lewis

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

CARRIED 9/1065 – 07/04/2020

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

Nil.

Initials: _____

18 NEXT COUNCIL MEETING

Moved: Alderman Hale
Seconded: Deputy Mayor Morrison

THAT the next Ordinary Meeting of Council be held on Tuesday, 21 April 2020 at 5:30pm via video conference and available to the public via live streaming from the Council website <https://www.palmerston.nt.gov.au>.

CARRIED 9/1066 – 07/04/2020

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Garden
Seconded: Alderman Henderson

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

CARRIED 9/1067 – 07/04/2020

20 ADJOURNMENT OF MEETING

Moved: Alderman Spick
Seconded: Alderman Hale

THAT the meeting be adjourned for 10 minutes.

CARRIED 9/1068 – 07/04/2020

The meeting adjourned at 6:04pm.

The Chair declared the meeting closed at 7:06 pm

Chair

Print Name

Date

Initials: _____