

AGENDA

1st Ordinary Council Meeting

Tuesday 1 September 2020

The Ordinary Meeting of the City of Palmerston will be held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830 commencing at 5:30 PM.

COVID-19 Statement of Commitment

The Ordinary Meeting of Council will be open to the public and holds a Statement of Commitment to adhere to:

- Physical distancing measures
- Health and hygiene principles



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 AUDIO/AUDIOVISUAL CONFERENCING

5 DECLARATION OF INTEREST

5.1 Elected Members

5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 18 August 2020 pages 10175 to 10191 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

MAYORAL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	7.1
REPORT TITLE:	Mayoral Update Report - 1 September 2020
MEETING DATE:	Tuesday 1 September 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 Council with a summary of some recent activities.

KEY MESSAGES

- Meeting with the Honourable Michael McCormack MP, Deputy Prime Minister of Australia
- Gray Community Hall Redevelopment
- Visiting Sacred Heart Catholic Primary School
- City of Palmerston Seniors Day Event – Palmerston Recreation Centre
- Attendance at Australian Government forums
- Australian Citizenship Ceremony at Palmerston Civic Centre
- Palmerston Market Stall
- Palmerston Litchfield Reconstruction Committee

RECOMMENDATION

THAT Report entitled Mayoral Update Report - 1 September 2020 be received and noted.

DISCUSSION

Meeting with the Deputy Prime Minister

I met with the Honourable Michael McCormack MP, Deputy Prime Minister of Australia to discuss and lobby for their ongoing support for the City of Palmerston projects. I am pleased to say that the conversations were productive, and we were able to finalise the funding agreement for the Gray Community Hall.

Media Launch Gray Community Hall

Gray Community Hall hosted a media launch for the announcement of much-anticipated new Gray Community Hall Redevelopment with funding of \$1,455 million received from the Australian Government's Community Development Grants program.

The new hall will include main and secondary indoor spaces connected to improved kitchen and bathroom facilities, expansive veranda space with high ceiling fans and an outdoor toilet that can also be used by people enjoying the community garden, energy efficiency considerations such as solar systems, smart controlled irrigation, LED lighting and a higher level of air-conditioning efficiency. The old facility will be demolished to make way for the redevelopment and is expected to be finished by July 2021.

A three-week Community Consultation has commenced, ending on the 14 September 2020.

Visit to Sacred Heart Catholic Primary School

The Year 3 and 4 classes at Sacred Heart Catholic Primary School are learning about local government and invited me to speak and share how I was elected, my responsibilities, and the impact and changes I want to implement as Mayor. The Students asked fantastic questions about council and local government. It was great to see their interest in the role that council plays in the community.

City of Palmerston Seniors Day

This year's Seniors Forum saw a complete change of format, prompted by the gathering limitations posed by COVID-19.

I attended the 'new', City of Palmerston Seniors Day, which was held throughout the Recreation Centre. Participants were invited to try a variety of activities, including, crafts, virtual reality, line-dancing, croquet, and fuss-ball to name a few.

Attendees had the opportunity to engage with Council staff from Library, Regulatory Services and City Growth and Operations plus representatives from local organisations and were encouraged to submit forms to Council to report areas of concerns and share their thoughts, allowing Palmerston Seniors Advisory Committee and the City of Palmerston to hear directly from our seniors.

Council welcomes these community events, as they allow us to strengthen the seniors' community and maintain Palmerston as a great place to live.

TOPROC Meeting

The CEO and I attended the Top End Regional Organisation of Council's meeting this month, where relevant issues relating to Local Government were discussed. These issues included the ongoing COVID-19 situation monitoring, and the implications involving indigenous communities and the growing rate of homelessness in the Northern Territory. Waste management was also topical with all councils discussing their concerns about waste management moving forward.

Citizenship Ceremony

26 members of the Palmerston Community became Australia's newest citizens on 20 August, in a two part socially distanced Citizenship Ceremony. Family and friends were invited to watch via Zoom. Thank you to the events team, who ensured the ceremony ran smoothly and in line with our COVID safety guidelines.

Palmerston Market Stall

With the Palmerston Market Stall being reinstated, the Elected Members once again have taken the opportunity to engage with the Palmerston residents discussing any issues and promotion of events that Council are facilitating. We have seen several members of the community engage with elected members over the last few markets stalls with some concerns raised but also positive feedback on the services provided by council.

Palmerston Litchfield Regional Reconstruction Committee

Work is progressing rapidly on the submission to the Territory Economic Reconstruction Committee for the Palmerston Litchfield area. This submission is significant as it involves members of the private sector as well the public sector identifying and recommending a series of projects and enabling programs to drive economic growth in the near to long-term. This is a response to the changing economy as a result of COVID-19 shutdowns.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

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

ATTACHMENTS

Nil

- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
- 10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

10.2 Moving Open Items into Confidential

10.3 Confidential Items

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

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

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

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Draft Budget Timetable 2021/22
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Finance Manager, Maxie Smith
APPROVER:	Director Organisational Services, Richard Iap

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 advise Council of the draft Budget 2021/22 timetable.

KEY MESSAGES

- This report presents the proposed schedule for the development of the 2021/22 Municipal Plan & Budget for Council information and feedback.
- Work has commenced on the development of Council's Municipal Plan & Budget for the 2021/22 financial year.
- The Budget 2021/22 will present Council with both opportunities and challenges.
- Workshops will be undertaken to present various aspects of the Municipal Plan & Budget 2021/22 to Elected Members including the Long-Term Financial Plan 2022/31 throughout the budgeting development process.
- Presentation by the Valuer-General of the Northern Territory on property revaluations will be held at a Council Workshop on 22 September 2020.
- Council's Municipal Plan & Budget and the Long-Term Financial Plan are proposed to go out for 28 days of public consultation on 7 May 2021.
- The Municipal Plan & Budget 2021/22 and the Long-Term Financial Plan are proposed to be presented to Council for adoption at the 2nd Ordinary Meeting in June 2021, prior to the start of the 2021/22 financial year.

RECOMMENDATION

THAT Report entitled Draft Budget Timetable 2021/22 be received and noted.

BACKGROUND

During the preparation of the annual budget each year, a budget timetable is prepared to inform stakeholders including Elected Members of key planning dates. This timetable includes draft dates to advise of Council workshops, to assist with ensuring Council's Municipal Plan & Budget and Long-Term Financial Plan are finalised in line with the *Local Government Act*.

Due to COVID-19, Council did adopt the Municipal Plan & Budget 2020/21 in its 2nd Ordinary Meeting in July 2020 this year, however it is expected that Council will adopt the budget before the commencement of the 2021/22 financial year, as customary for the 9th Council.

This is good practice and governance as the budget is adopted before the commencement of the budgeting year period. Consequently, the draft timetable correlates with the incoming Local Government Act 2019. The draft budget adoption date of 15 June meets the expectation of both the *Local Government Act 2008* and *Local Government Act 2019*, which comes into effect on 1 July 2021.

DISCUSSION

Council has commenced preparation of the next budget for the 2021/22 financial year. The draft timetable (see below) includes draft dates to advise Elected Members of key planning dates including Council workshops, to assist with ensuring Council's Municipal Plan & Budget and Long-Term Financial Plan are finalised in line with the *Local Government Act*, and meeting Council's 28 days public consultation period.

Draft Timetable – Budget 2021/22

Date	Detail
22 September 2020	Council Workshop – Valuer-General Presentation – 2020 Property Unimproved Capital Value Revaluations.
18 November 2020	Council New Initiatives.
24 November 2020	Council Workshop – Long Term Financial Plan (LTFP) Loans and Reserves.
9 March 2021	Council Workshop – Expenditure, Capital Works, LTFP and New Initiatives.
13 April 2021	Council Workshop – Draft budget and LTFP.
22 April 2021	Council Workshop – Consider Draft Municipal Plan and Budget 2021/22.
4 May 2021	Ordinary Council Meeting – Council endorses release of Draft Municipal Plan 2021/22 and LTFP 2022/31 for 28-Day Public Consultation.
7 May 2021	Council Releases Draft Municipal Plan 2021/22 and LTFP 2022/31 for 28-day Public Consultation.
4 June 2021	28-Day Public Consultation Closes.
15 June 2021	Ordinary Council Meeting – Council adopts Municipal Plan 2021/22 and LTFP 2022/31 following feedback from public consultation period.

The budget will present Council with challenges and opportunities for the forthcoming year and considerations for the Budget 2021/22 will include:

- Ongoing COVID-19 community impacts
- Economic conditions, both Palmerston and Northern Territory
- Predicted Low Consumer Price Index (CPI) and
- Unimproved Capital Value (UCV) property revaluation year

The ongoing community impact of COVID-19 and the effect on the national and local economies will continue to present challenges. Council held rates and waste charges for 2020/21 with no increases for ratepayers from 2019/20 to support ratepayers but the holding of rates and charges is not sustainable.

Accordingly, Council has also commenced work on the development of its Long-Term Financial Plan model. Consideration of Council reserve balances and future reserve levels are being prepared for the identified Long-Term Financial Plan workshop in November 2020.

The draft Asset Management Plans for three classes of Council's assets, namely Stormwater Drainage, Pathways and Transport (Roads) has recently been presented to the Risk Management & Audit Committee and were adopted by Council at the 2nd Ordinary Council meeting, on 18 August 2020. The relevant information contained in these Asset Management Plans will be incorporated into workshops regarding capital projects and long-term financial planning.

The forthcoming year will also see all properties within the municipality have their unimproved capital values revalued by the Valuer-General of the Northern Territory. This process is conducted every three years and is currently underway, this will affect the budget for 2021/22 and how Council calculates its required rating income across properties. These UCV's will to be utilised from 1 July 2021.

To explain and consider the outcomes of these new UCV's the Valuer-General of the Northern Territory, Richard Langshaw has offered to present to Council on 22 September 2020. The presentation from the Valuer-General will include current outcomes of the property valuations that are currently underway in the municipality, and how unimproved capital values are used by Local Councils.

CONSULTATION PROCESS

It is intended at this draft stage a minimum of five workshops will be held with Elected Members to consult on matters of the draft Municipal Plan & Budget 2021/22 as well as the Long-Term Financial Plan 2022/31. Further workshop may be required depending on the budget development progress and consultation.

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

- Executive Leadership Team

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

- Valuer-General, Department of Infrastructure, Planning and Logistics

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 4 Effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

Considerations for the Municipal Plan & Budget 2021/22 include but are not limited to:

- Ongoing COVID-19 community impacts
- Economic conditions, both Palmerston and Northern Territory
- Predicted Low Consumer Price Index (CPI) and
- Unimproved Capital Value (UCV) property revaluation year

Council is required under the *Local Government Act 2008* to adopt its Municipal Plan, that includes an annual budget, by 31 July every year, while the incoming Local Government Act 2019 requires adoption before the 30 June from the 2022 financial year, the included timetable meets these requirements under both Acts.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Sustainability Strategy Review and Waste Education Update
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	City Sustainability Manager, Katie O'Neill
APPROVER:	Director City Growth and Operations, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This report seeks to provide Council with a progress update and modified delivery timeline for the *Waste Education Program 2020* and the *Review and Update of the City of Palmerston Sustainability Strategy 2013-2018*.

KEY MESSAGES

- The *Waste Education Program 2020*, and the proposed *Review and Update of the City of Palmerston Sustainability Strategy 2013-2018*, were presented to Council in February and March, respectively. This included an outline of proposed tasks and milestone delivery dates for each.
- Delivery of these programs has been impacted on by COVID-19, with many of the waste education actions only initiated since restrictions have been lifted.
- Despite interruptions, there has been a recent upward trend in Council's resource recovery rates. In July 2020, 62% of material collected in Council's kerbside recycling bins was recyclable compared to only 14% in January 2020.
- The *Review and Update of the City of Palmerston Sustainability Strategy 2013-2018* has been on hold. The first stage is due to commence in November 2020, with a draft to be prepared by April 2021 for consultation.

RECOMMENDATION

THAT Report entitled *Sustainability Strategy Review and Waste Education Update* be received and noted.

BACKGROUND

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

13.1.4 Waste Education Program 2020

9/0373

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

CARRIED 9/0998 – 18/02/2020

This report informed Council of the Waste Education Program 2020, including proposed outcomes, actions, and timeframes for implementation. The program was designed to encourage residents to adopt sustainable behaviours that would result in less waste production, improved recycling rates, and reduced contamination in Palmerston's recycling waste stream. The Program was developed around four core stakeholders' groups: Schools, Residents, Council and Businesses, with targeted actions for each.

At the 2nd Ordinary Council Meeting of 17 March 2020 Council made the following decisions:

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

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

CARRIED 9/1044 – 17/03/2020

This report detailed the need for a coordinated and prioritised approach to the implementation of sustainability programs such as the Waste Education Program listed above. The report noted the shortcomings of the current outdated *City of Palmerston Sustainability Strategy 2013-2018 (the Strategy)*, including a focus on environmental sustainability only, no clear measurable targets, and actions that were difficult for Council to implement.

It was stated that an updated sustainability strategy would allow for the consideration of current issues, prioritise outcomes, focus expenditure and enable effective stakeholder engagement.

DISCUSSION

Since the presentation of these reports to Council, the COVID-19 pandemic occurred. This resulted in significant delays to the delivery of the programs as per the proposed timelines.

KESAB environmental, the consultant engaged as delivery partners for the Waste Education Program, are based in South Australia which made face to face delivery of some of the programs impossible.

In addition, resources that were allocated to complete the review and update of the Strategy, were diverted to priority projects required during the COVID-19 recovery phase for Council. As such the review and update has been on hiatus until the new financial year.

Despite these delays significant traction has been made in waste education and the delivery of broader Council sustainability projects.

Waste Education Update

Several remote learning opportunities were offered to and taken up by schools during the height of the COVID-19 restrictions. Since the restrictions have eased other projects have been initiated and are currently underway. These projects are listed in detail below.

Take the Pledge

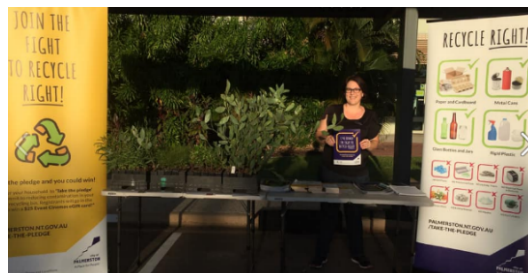
'Take the Pledge', a competition-based program where residents can win prizes if they commit to improving recycling practices. The program was launched via Council's Facebook page at the Breakfast in the Park event on the 2 August 2020. Additional community consultation sessions for the program

were held at the 'Re-boot your Loot' event and the Flicnic movie night. To date, 85 residents have signed up to the program.

This program is ongoing and will run until at least December 2020.



Inaugural Breakfast in the Park Sign-up Event



Stall at 'Re-Boot your Loot'

Flicnics Movie Night - 'Blue' Plastics in the Ocean Film



Council provided a viewing of the film 'Blue' at Flicnics on the 15 April 2020, as a pre-screening to the main feature.

This 30-minute educational film describes how our single use plastic consumption is having an impact on the ocean and ultimately the entire planet.

This video provides tips on reducing single use plastics at home and in the work environment. Information flyers associated with the film were also handed out at the viewing.

Flicnics – Viewing of 'Blue'

Kerbside Waste Education

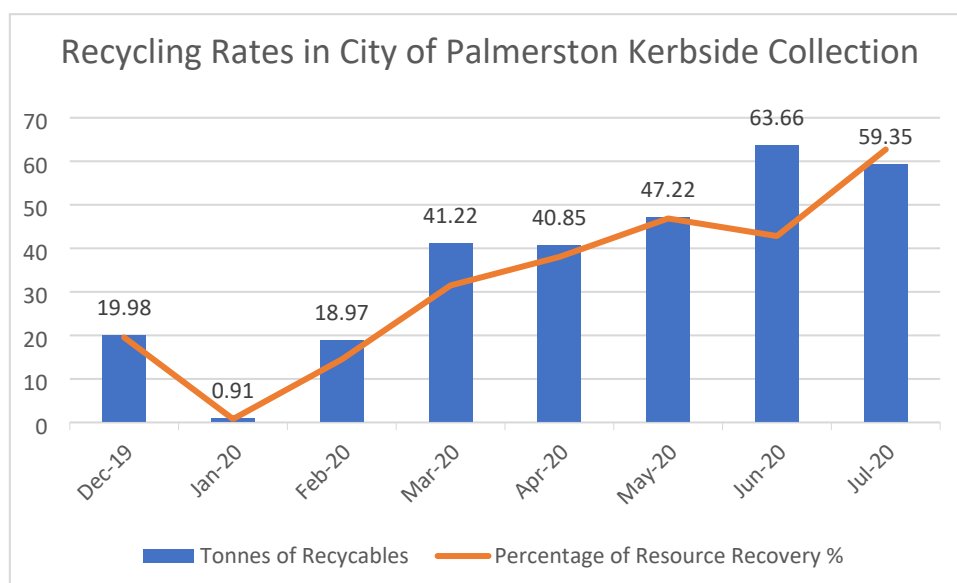
Since the start of the Waste Education Program 2020, Council has partnered with Cleanaway to educate their drivers on contamination. Drivers now have a greater understanding of what is considered 'gross contaminants' and closely monitor recycling bin contents prior to them entering the truck. Any suspected contaminants will result in the recycling bin not being collected, thus reducing the risk of an entire truck load of contaminated materials.



Council are also working with Cleanaway to redesign bin tags that will help educate the community on why their bin did not get collected.

The new bin tags will provide a greater visual notification of contamination as a motivation to improve recycling practices.

The improved collection practices, along with community education programs implemented so far, have resulted in noticeable improvements in the volumes of recycling materials collected and the contamination rates recorded (see graph below).



Since January 2020, the recovery rate has steadily increased, with a record 62% recovery rate achieved in July 2020.

Next Steps – Waste Education

Waste education programs have recommenced and will continue to focus on those that have been delayed. These include the following.

- Promotion of Environmental Initiatives Grants. The Environmental Initiatives Grant will be available for all community projects that have a net environmental benefit. This will include waste reduction or recycling improvement projects. Throughout September, these grants will be promoted to community groups and non-for-profit organisations through a targeted media campaign.
- Bin tagging of residential bins to promote the 'Take the Pledge' Campaign. Audits of bins of those residents that have entered the program will also commence.
- Pop-up displays promoting waste at the Palmerston Markets, Gateway and Palmerston Shopping Centres, and Event Cinemas.
- Adult Waste Education Classes, including beeswax wraps (alternative to clingwrap) and paper making.
- Incursions by KESAB to primary schools.

- Screening of the film 'Blue' at Palmerston Schools and presentation of associated education material.
- Bin auditing and tagging program by Cleanaway.
- Working with Palmerston Market stall holders to offer an incentive program for their customers, i.e. for every reusable container provided a discount can be received.

Timeline for Implementation

The Council report that was presented in February 2020 outlined key tasks that were to be completed as part of the program. The status each task is listed in the table below.

Action	Proposed Timeline	Status
Workshops by Keep Australia Beautiful with key stakeholders and schools.	February	Complete
Palmerston Waste Wise Schools	March-June	First sessions confirmed for September 2020 (delayed due to COVID-19)
'Design the Truck Skin' Competition	July- October	Pushed back to November-December (4 th Term) due to COVID-19.
Initiation of the Environmental Action Group	March	Convening of advisory groups will be undertaken on an as needs basis for individual environmental programs including waste initiatives.
Pop-up displays at shopping centres and events	March - June	August to December (Take the Pledge already displayed at three events)
Bin inspection and award program.	August 2020-February 2021	Take the Pledge bin audits will commence in December. Widespread bin auditing through Cleanaway will start in January 2021.
New bin information packs.	Ongoing	Still in development through discussions with Cleanaway.
Workshops with businesses	April	Delayed due to COVID-19. Discussions with Palmerston Markets Stall Holders will commence in May 2021.

The proposed waste education implementation schedule for the next 12-months are listed below. It is important to note that this timeline is indicative only and is reliant on no further restrictions through COVID-19. Many programs such as adult education, pop-up information stalls at shopping centres and the 'Take-the Pledge' program have been re-scheduled for 2021, however implementation is dependent on the success and results of the inaugural programs.

	2020				2021					
Task	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Adult Education Classes (paper making and beeswax wrap)										

making)										
Pop-up Stalls for Take-the Pledge Program and general waste education information.										
Promotion of Environmental Initiatives Grants.										
Take the Pledge campaign (including bin auditing and awarding winners)										
Schools Program ('Blue and Incursions')										
'Design a Truck Skin' competition.										
Working with Palmerston Market Stall Holders.										
Bin auditing										

Sustainability Strategy Review Update

Due to changing priorities over the initial period of COVID-19, the overarching strategy review has not been undertaken at this stage. However, a number of projects occurring that address the Community Plan relating to sustainability outcomes have continued to be implemented over the 2019/20 financial year.

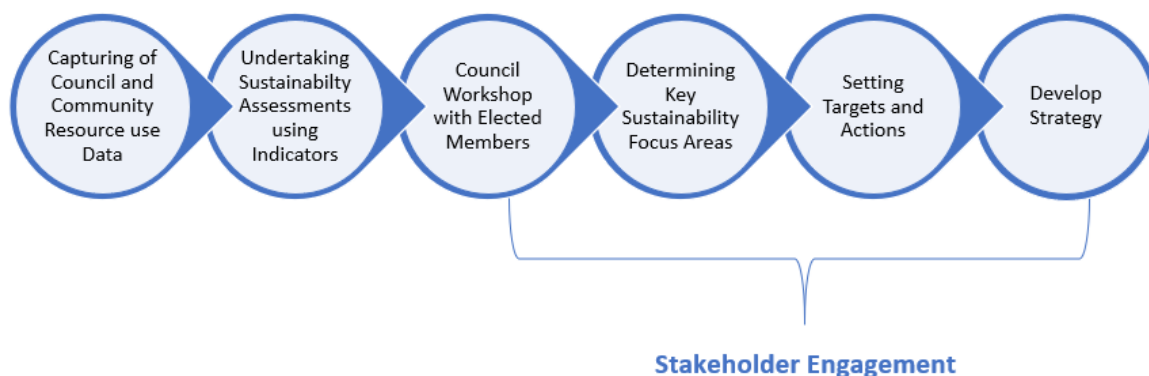
These include:

- Ensuring Palmerston is a cool, shaded, green city (*objective 5.2 of the Community Plan*) by planting 643 trees across the municipality.
- Reducing our footprint on the environment (*objective 5.1 of the Community Plan*) by releasing a tender to construct a solar shade structure in the Civic Plaza carpark.
- Reducing our footprint on the environment (*objective 5.1 of the Community Plan*) by engaging an irrigation specialist to determine best practice sustainable water use in Council Public Open Space.
- Reducing our footprint on the environment (*objective 5.1 of the Community Plan*) by increasing awareness within the community on how they can improve recycling and reduce waste generation.
- Reducing our footprint on the environment (*objective 5.1 of the Community Plan*) by using LED lighting in the refurbishment of Council buildings including the Recreation Centre and Library.
- Ensuring Palmerston is a cool, shaded, green city (*objective 5.2 of the Community Plan*) by introducing initiatives that allow citizens to green up their verge through the verge beautification program and undertaking tree data collection.

It is envisaged that the Strategy will guide the delivery of these types of initiatives and focus priorities and expenditures.

Next Steps - Sustainability Strategy Review

The next steps for development of the Strategy align with the original project plan as presented in the March Council report (see flow diagram below).



Steps one and two above, collecting data and undertaking sustainability assessments, will be completed through the following actions:

- Undertaking a gaps analysis on the current strategy to determine what was implemented and the outcomes achieved.
- Tracking Council's resource use, including consumption of power, water, paper, and fuel.
- Assessment of Council's current programs and operational practices to determine:
 - Social impacts, how well we engage with and give back to the community.
 - Environmental impacts, what programs are in place to reduce waste, carbon footprint, and life cycle costs.
 - Economic: Programs in place to engage with and empower local businesses and improve economic opportunities within Palmerston. How Council is enabling the uptake of improved sustainability practices for our local businesses.
- Running an internal working group to determine relevant leading indicators that can be used to assess Council sustainability.

An independent auditor will be engaged to collect and analyse Council consumption data; where they will trace 10 years of consumption to determine long term trends. This report will be completed by November 2020.

Timeline for Implementation

The Council report that was presented in March 2020 outlined key tasks that were to be completed as part of the review and update of the Strategy. A revised timeline for the strategy is provided below.

	2020				2021					
Task	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Data collection										
Review and analysis of Council programs, including the current Sustainability Strategy.										

Determine leading Indicators of Sustainability and Assessment										
Council Workshop to determine Priority Outcomes, Targets and Actions.										
Development of Draft Strategy, and consideration of program funding for 2021/22 Budget										
Community Consultation and finalisation of Strategy										

CONSULTATION PROCESS

Extensive community consultation has taken place throughout the implementation of the Waste Education Program 2020. This has included promotion on Council's webpage and Facebook page.

Consultation will continue in relation to both waste education programs, and the sustainability strategy as required, with further updated provided to Council as the programs are developed.

POLICY IMPLICATIONS

The updated Sustainability Strategy may lead to current Council policies being reviewed and updated, with the aim of incorporating possible sustainability outcomes.

BUDGET AND RESOURCE IMPLICATIONS

The energy management consultant will be funded through the adopted budget. This service has been priced at a \$5,000 start-up, and \$10,000 for the annual subscription fee. The service will be reviewed after a 12-month period.

Waste Education Programs are budgeted for within Council's operational budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

As the previous Sustainability Strategy 2013-2018 has expired, there is the risk that Council is undertaking projects not aligned to a strategy. This is being managed through the projects aligning with Council's Community Plan, however a Strategy will provide evidence-based guidance of Council's priorities in relation to these projects.

This report addresses the following City of Palmerston Strategic Risks:

- 2 Is not sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of 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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The projects align and support the key environmental objectives that are contained within the Community Plan.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Local Government Association of the Northern Territory Call for Policy and Action Motions November 2020
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Governance Lead, Caroline Hocking
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this report is for Council to consider submitting an Action Motion to the Local Government Association of the Northern Territory (LGANT) General Meeting seeking an investigation into councils' legal rights and responsibilities in relation to the potential rollout of 5G telecommunications across the Northern Territory.

KEY MESSAGES

- On 2 July 2020 LGANT called for councils to put forward Policy and Action Motions to be considered at its General Meeting scheduled to be held 5 November 2020 in Alice Springs.
- The Mayor has put forward a draft motion for Council's consideration calling for LGANT to investigate councils' legal rights regarding leasing options, rights of access, installation and maintenance of 5G infrastructure on council's assets in participation for the potential rollout of 5G across the Northern Territory. **Attachment 13.2.1.1.**
- 5G is currently being rolled out across Australia.
- The successful roll out of 5G requires the installation of 5G small cells preferably onto existing infrastructure. An ideal asset is streetlight poles and other council assets given their positioning, proximity to one another and availability of power.
- The successful roll out of 5G requires the installation of 5G antennas onto existing infrastructure, an ideal asset is streetlight poles given their positioning, proximity to one other and availability of power.
- Telecommunication Providers (Telcos) undertake the rollout and installation and work in accordance with the Mobile Phone Base Station Deployment Code (the Code), however do not require approvals by council or other government.
- The use of streetlight poles to deliver 5G is highly desirable, therefore councils need to be prepared and abreast of their legal rights and responsibilities.
- This issue is common to all councils in the Territory therefore it is being proposed that LGANT undertake research and seek legal advice to inform all councils of their rights including leasing. This would be more efficient than each council undertaking their own body of work and provides councils with the same consistent advice.

- There is risk by not undertaking any work on this matter. This could lead to missed opportunities for councils, and a lack of understanding of rights and responsibilities of both councils and Telcos.

RECOMMENDATION

1. THAT Report entitled Local Government Association of the Northern Territory Call for Policy and Action Motions November 2020 be received and noted.
2. THAT Council endorse Action Motion 5G Access Rights and Responsibilities to be submitted to the Local Government Association of the Northern Territory for consideration at its General Meeting in November 2020 being **Attachment 13.2.1.1** to Report entitled Local Government Association of the Northern Territory Call for Policy and Action Motions November 2020.

BACKGROUND

The Mayor has put forward a draft LGANT Action Motion 5G Access Rights and Responsibilities for Council's consideration regarding the potential rollout of 5G across the Northern Territory. **Attachment 13.2.1.1.**

The fifth generation of mobile technology known as 5G is being rolled out across Australia. 5G small cells are mobile phone technology that operate at a higher frequency than existing 3G and 4G technology, carrying larger volumes of data 30 times faster than the NBN, however travel shorter distances than the traditional mobile phone towers.

It is anticipated that 5G will be installed on existing infrastructure such as light and power poles, buildings and other infrastructure. Council streetlights are an attractive option for 5G small cell installation given their positioning, proximity to one another and availability of power. Other assets may also be considered including but not limited to park infrastructure, buildings and bridges.

Telcos undertake the installation of 5G and must abide by the *Mobile Phone Base Station Deployment Code* (the Code). The code does not require councils or other government to approve their work, although they are required to notify the owners before they install.

DISCUSSION

Northern Territory councils are in a unique position owning streetlighting, unlike other jurisdictions where council do not own these assets. Given that the use of streetlight poles to deliver 5G is highly desirable, councils will need to be prepared and abreast of their legal rights and responsibilities prior to Telcos making use of these assets for 5G rollout.

The potential rollout will present challenges and opportunities for councils, including but not limited to:

Challenges	Opportunities
<ul style="list-style-type: none"> - Telcos powers under the Code - Rights of access, installation and maintenance of both council assets and Telco assets. - Responsibility for payment of 5G power usage - Responsibility for redundant 3G, 4G and 5G infrastructure - Community support 	<ul style="list-style-type: none"> - Potential income source - Community benefit

This matter is similar to the body of work LGANT undertook on behalf of councils for the transfer of ownership of streetlighting with LGANT providing legal advice to all councils in the Northern Territory. It is important for councils to understand their position prior to the potential rollout of 5G. Where some councils have the capacity to undertake investigation into these matters individually, there are some councils that do not.

However, the issue is common to all councils in the Northern Territory, therefore it is being proposed that LGANT undertake research and seek legal advice to inform councils of their rights including leasing options, rights of access, installation, maintenance and removal of redundant or damaged infrastructure.

A body of work undertaken by LGANT would be more efficient than each council undertaking their own investigations and seeking legal opinions and would provide a consistent approach and advice for all council to utilise.

There is risk by not undertaking any work on this matter which could lead to missed opportunities for councils, and issues with understanding of rights and responsibilities of councils and Telcos relating to the installation and maintenance of both council and Telco assets.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council is responsible for the management of its infrastructure and assets on behalf of the Palmerston community and to ensure it delivers an appropriate level of service through its assets in accordance with Council Policy AM01 *Asset Management*.

BUDGET AND RESOURCE IMPLICATIONS

At this stage there are no budget or resource implications relating to this report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Councils will need to be prepared and abreast of its legal rights and obligations, prior to the potential roll out of 5G infrastructure being installed on councils' assets. By not doing so puts councils at risk to missed opportunities.

This report addresses the following City of Palmerston Strategic Risks:

- 2 Is not suitable into the long term
Context: Optimising the financial, social and environmental sustainability of the Council.
- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.
- 8 Fails to develop effective relationships and manage expectations of relevant parties
Context: Engagement and communication with stakeholders (internal and external to the Council).

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

At this stage 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. LGANT Action Motion 5G Access Rights and Responsibilities [13.2.1.1 - 3 pages]

LGANT CALL FOR POLICY AND 'ACTION' MOTIONS



About this document

The purpose of this document is for it to be used as a template for member councils to submit motions to LGANT on issues so they can be considered for adoption as LGANT policy or as actions for LGANT to do at either the April or November General Meetings each year or the monthly Executive meetings.

The timeframes for submitting motions are:

- ten days before an Executive Meeting
- six weeks before a General Meeting.

(General Meeting Agenda has to be submitted 28 days before a meeting and Executive meeting agenda six days before a meeting).

Motions can be submitted at any time and will be put to the first available meeting depending on when they are received.

LGANT will research and assess each policy or action proposal and if necessary discuss it with the proponent member council and the Executive will then later decide at one of its meetings whether to adopt the policy or not, or take the action or not, or to put it to a general meeting for decision.

1. *What is your Motion?*

5G Access Rights and Responsibilities

THAT LGANT undertake an investigation into councils' legal rights regarding leasing options, rights of access, installation and maintenance of 5G infrastructure on council's assets, including but not limited to streetlights, in anticipation of the potential rollout of 5G across the Northern Territory.

2. *How is the motion relevant to Northern Territory Local Government?*

5G is being rolled out across Australia.

5G small cells are mobile phone technology that operate at a higher frequency than existing 3G and 4G technology, carrying larger volumes of data 30 times faster than the NBN, however travel shorter much distances than the traditional mobile phone towers. It is anticipated that 5G will be installed on existing infrastructure such as light and power poles, buildings and other infrastructure. Council streetlights and other assets such as park infrastructure, buildings, and bridges, are attractive options for 5G small cell installation given their positioning, proximity to one another and availability of power.

Telecommunication Providers (Telcos) undertake the installation of 5G and must abide by the *Mobile Phone Base Station Deployment Code* (the Code). The Code does not require Councils or other government to approve their work, although they are required to notify the owners before they install.

Northern Territory councils are in a unique position owning streetlighting, unlike other jurisdictions where council do not own these assets. Given that the use of streetlight poles to deliver 5G is highly desirable, councils will need to be prepared and abreast of their legal rights and responsibilities prior to Telcos making use of these assets for 5G rollout.

THE LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

The potential rollout will present challenges and opportunities for councils, including but not limited to:

Challenges	Opportunities
<ul style="list-style-type: none"> - Telcos powers under the Code - Rights of access, installation and maintenance of both council assets and Telco assets. - Responsibility for payment of 5G power usage - Responsibility for redundant 3G, 4G and 5G infrastructure - Community support 	<ul style="list-style-type: none"> - Potential income source - Community benefit

This matter is similar to the body of work LGANT undertook on behalf of councils for the transfer of ownership of streetlighting with LGANT providing legal advice to all councils in the Northern Territory.

It is important for councils to understand their position prior to the potential rollout of 5G. Where some councils have the capacity to undertake investigation into these matters individually, there are some councils that do not.

However, the issue is common to all councils in the Northern Territory, therefore it is being proposed that LGANT undertake research and seek legal advice to inform councils of their rights including leasing options, rights of access, installation, maintenance and removal of redundant or damaged infrastructure.

A body of work undertaken by LGANT would be more efficient than each council undertaking their own investigations and seeking legal opinions and would provide a consistent approach and advice for all council to utilise.

There is risk by not undertaking any work on this matter which could lead to missed opportunities for councils, and issues with understanding of rights and responsibilities of councils and Telcos relating to the installation and maintenance of both council and Telco assets.

3. ***What are your key points in support of your motion?***

- 5G is currently being rolled out across Australia.
- The successful roll out of 5G requires the installation of 5G small cells preferably onto existing infrastructure. An ideal asset is streetlight poles and other council assets given their positioning, proximity to one another and availability of power.
- Telecommunication Providers (Telcos) undertake the rollout and installation and work in accordance with the *Mobile Phone Base Station Deployment Code* (the Code), however do not require approvals by council or other government.
- The use of streetlight poles to deliver 5G is highly desirable, therefore councils need to be prepared and abreast of their legal rights and responsibilities.
- This issue is common to all councils in the Territory therefore it is being proposed that LGANT undertake research and seek legal advice to inform all councils of their rights including leasing. This would be more efficient than each council undertaking their own body of work and provides councils with the same consistent advice.

THE LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

- There is risk by not undertaking any work on this matter. This could lead to missed opportunities for councils, and a lack of understanding of rights and responsibilities of both councils and Telcos.

4. Is there a Council Resolution in support of this motion? ☐ Yes ☐ No

5. Should the motion be LGANT policy? ☐ Yes ☐ No

6. Contact Information

Council: City of Palmerston
Name: Governance Lead, Caroline Hocking
Telephone: 08 8935 9932
Email: caroline.hocking@palmerston.nt.gov.au

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Strategic Internal Audit Plan 2021-2023 - Recommendation Three
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Executive Assistant, Jessica Eves
APPROVER:	Director Organisational Services, Richard Iap

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval to endorse a Risk Management & Audit Committee (RMAC) recommendation that has not been previously presented to Council due to an administrative error.

KEY MESSAGES

- RMAC met on 30 June 2020 and considered a report entitled Strategic Internal Audit Plan 2021-2023.
- There were three recommendations made by RMAC regarding this report however due to an administrative error only the first two recommendations were provided as recommendations to Council within a report entitled Risk Management and Audit Committee Meeting Minutes – 30 June 2020 at the 21 July 2020, 2nd Ordinary Council meeting.
- The missing recommendation is now provided for Council consideration.
- The minutes of the RMAC meeting on 30 June 2020 were provided to Council as an attachment to the report and included all recommendations.

RECOMMENDATION

1. THAT Report entitled Strategic Internal Audit Plan 2021-2023 - Recommendation Three be received and noted.
2. THAT Council endorse an annual review of the Strategic Internal Audit Plan 2021-2023 be undertaken and presented by the Risk Management and Audit Committee to ensure effective and appropriate risk management oversight for Council.

BACKGROUND

At the Risk Management & Audit Committee meeting on 30 June 2020 the committee made the following recommendations:

9.3 Strategic Internal Audit Plan 2021-2023

THAT the Risk Management and Audit Committee recommend to the Council:

1. *THAT Report entitled Strategic Internal Audit Plan 2021-2023 be received and noted.*

2. THAT the Strategic Internal Audit Plan 2021-2023 be updated and presented to Council at its Second Ordinary July 2020 Meeting as amended by the Risk Management and Audit Committee including Asset Management Plans moving to 3rd quarter year 1 and inclusion of Strategic Risk 3 in year 2.
3. THAT Council endorse an annual review of the Strategic Internal Audit Plan 2021-2023 be undertaken in the 4th quarter of the financial year and presented to the Risk Management and Audit Committee to ensure effective and appropriate risk management oversight for Council.

CARRIED 9RMA/0068 - 30/06/2020

At the 2nd Ordinary meeting on 21 July 2020 Council made the following decisions:

13.2.6 Risk Management and Audit Committee Meeting Minutes – 30 June 2020

1. THAT Report entitled Risk Management and Audit Committee Meeting Minutes - 30 June 2020 be received and noted.
2. THAT Council receive and note the Unconfirmed Risk Management and Audit Committee Minutes being **Attachment 13.2.6.1** to Report entitled Risk Management and Audit Committee Meeting Minutes – 30 June 2020.
3. THAT Council endorse the recommendations from the Risk Management and Audit Committee Meeting held on 30 June 2020:
 - a. The following items from Report entitled Risk Management and Audit Committee Terms of Reference Review 2020:
 - i) THAT Report entitled Risk Management and Audit Committee Terms of Reference Review 2020 be received and noted.
 - (ii) THAT a draft Council Policy FIN09 – Risk Management and Audit Committee, be developed incorporating feedback and comments by the Risk Management and Audit Committee to the next Risk Management and Audit Committee meeting in July 2020 for presentation.
 - b. The following items from Report entitled Strategic Risk Register Review 2020:
 - (i) THAT Report entitled Strategic Risk Register Review 2020 be received and noted.
 - (ii) THAT item number 9.2 entitled Strategic Risk Register Review 2020 lay on the table to allow for further review and be brought back to a Special Risk Management and Audit Committee Meeting in August 2020 for consideration.
 - c. The following items from Report entitled Strategic Internal Audit Plan 2021- 2023:
 - (i) THAT Report entitled Strategic Internal Audit Plan 2021-2023 be received and noted.
 - (ii) THAT the Strategic Internal Audit Plan 2021-2023 be updated and presented to Council at its Second Ordinary July 2020 Meeting as amended by the Risk Management and Audit Committee including Asset Management Plans moving to 3rd quarter year 1 and inclusion of Strategic Risk 3 in year 2.

CARRIED 9/1214 – 21/07/2020

The above decision 3c. is missing the below recommendation:

(iii) THAT Council endorse an annual review of the Strategic Internal Audit Plan 2021-2023 be undertaken and presented by the Risk Management and Audit Committee to ensure effective and appropriate risk management oversight for Council.

DISCUSSION

RMAC endorsed three recommendations reporting the Strategic Internal Audit Plan 2021-2023 however due to an administrative error only the first two recommendations were provided as recommendations to Council within a report entitled Risk Management and Audit Committee Meeting Minutes – 30 June 2020 at the 21 July 2020, 2nd Ordinary Council meeting.

The minutes from the RMAC meeting held 30 June 2020 were provided as an attachment to the Council report entitled Risk Management & Audit Committee Meeting Minutes – 30 June 2020. The minutes have since been confirmed by RMAC on 28 July 2020. These minutes were complete and inclusive of recommendation c. (iii).

This report has been provided to allow Council to consider the RMAC recommendation and adoption relating to the Strategic Internal Audit Plan 2021- 2023 report provided to RMAC on 30 June 2020.

CONSULTATION PROCESS

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

- Chief Executive Officer
- Governance Lead

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The RMAC minutes presented to Council are a committee reflection of the RMAC meeting. RMAC confirmed their minutes on 28 July 2020.

Council must consider recommendations from RMAC and decide whether to endorse them. The missing RMAC recommendation must be endorsed or otherwise by Council to become a decision 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. Risk Management & Audit Committee Meeting - Confirmed Open Minutes - 30 June 2020
[13.2.2.1 - 6 pages]

CITY OF PALMERSTON

Minutes of Risk Management & Audit Committee Meeting
held in Council Chambers
1 Chung Wah Terrace, Civic Plaza, Palmerston
on Tuesday 30 June 2020 at 5:00pm

COMMITTEE MEMBERS

Iain Summers, Independent Member (Chair)
Mark Blackburn, Independent Member
Steve Bartlett, Independent Member
Acting Mayor Amber Garden
Alderman Sarah Henderson

STAFF

Chief Executive Officer, Luccio Cercarelli
Director Organisational Services, Richard Iap
Director City Growth and Operations, Nadine Nilon
Finance Manager, Maxie Smith
Acting Manager Information and Technology, Mark Bradbury
Minute Secretary, Caroline Hocking

GALLERY

KPMG Associate Director, Rachel Wilson
KPMG Partner, David Howe (*via Zoom video conference*)

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 5.00pm.

3 APOLOGIES

3.1 Apologies

Nil

Initials: 

RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

Minute Book Page 124

3.2 Leave of Absence Previously Granted

Moved: Alderman Henderson
Seconded: Acting Mayor Garden

THAT the leave of absence previously granted for Mayor Pascoe-Bell be received and noted.

CARRIED 9RMA/0064 - 30/06/2020

3.3 Leave of Absence Request

Nil

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil

4.2 Staff

Nil

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Mr Mark Blackburn
Seconded: Acting Mayor Garden

THAT the minutes of the Risk Management & Audit Committee Meeting held on Tuesday, 25 February 2020 pages 114 to 120 be confirmed.

CARRIED 9RMA/0065 - 30/06/2020

5.2 Business Arising from Previous Minutes

Nil

6 CONFIDENTIAL ITEMS

Initials: 

RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

Minute Book Page 125

6.1 Confidential Items

Nil

6.2 Moving Confidential Items into Open

Nil

6.3 Moving Open Items into Confidential

Nil

7 WORK PLAN

Nil

8 FINANCIAL REPORTING

Nil

9 INTERNAL CONTROLS AND RISK MANAGEMENT

Presentation provided by KPMG on agenda item 9.1 entitled Risk Management and Audit Committee Terms of Reference Review 2020.

9.1 Risk Management and Audit Committee Terms of Reference Review 2020

Moved: Mr Steve Bartlett
Seconded: Alderman Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Risk Management and Audit Committee Terms of Reference Review 2020 be received and noted.
2. THAT a draft Council Policy FIN09 – *Risk Management and Audit Committee*, be developed incorporating feedback and comments by the Risk Management and Audit Committee to the next Risk Management and Audit Committee meeting in July 2020 for presentation.

CARRIED 9RMA/0066 - 30/06/2020

Initials: 

RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

Minute Book Page 126

Presentation provided by KPMG on agenda item 9.2 entitled Strategic Risk Register Review 2020.

9.2 Strategic Risk Register Review 2020

Moved: Mr Mark Blackburn
Seconded: Acting Mayor Garden

1. THAT Report entitled Strategic Risk Register Review 2020 be received and noted.
2. THAT item number 9.2 entitled Strategic Risk Register Review 2020 lay on the table to allow for further review and be brought back to a Special Risk Management and Audit Committee Meeting in August 2020 for consideration.

CARRIED 9RMA/0067 - 30/06/2020

Presentation provided by KPMG on agenda item 9.3 entitled Strategic Internal Audit Plan 2021-2023.

9.3 Strategic Internal Audit Plan 2021-2023

Moved: Mr Steve Bartlett
Seconded: Alderman Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Strategic Internal Audit Plan 2021-2023 be received and noted.
2. THAT the Strategic Internal Audit Plan 2021-2023 be updated and presented to Council at its Second Ordinary July 2020 Meeting as amended by the Risk Management and Audit Committee including Asset Management Plans moving to 3rd quarter year 1 and inclusion of Strategic Risk 3 in year 2.
3. THAT Council endorse an annual review of the Strategic Internal Audit Plan 2021-2023 be undertaken in the 4th quarter of the financial year and presented to the Risk Management and Audit Committee to ensure effective and appropriate risk management oversight for Council.

CARRIED 9RMA/0068 - 30/06/2020

10 WHISTLE BLOWING

Nil

Initials: 

RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

Minute Book Page 127

11 INTERNAL AUDIT

Nil

12 EXTERNAL AUDIT

Nil

13 INFORMATION AND CORRESPONDENCE

Nil

14 OTHER BUSINESS

Nil

15 NEXT MEETING

Moved: Alderman Henderson
Seconded: Acting Mayor Garden

THAT the next meeting for the Risk Management and Audit Committee be held on Tuesday, 28 July 2020 at 5.00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston and be open to the public subject to social distancing restrictions.

CARRIED 9RMA/0069 - 30/06/2020

16 CLOSURE OF MEETING TO PUBLIC

Moved: Mr Mark Blackburn
Seconded: Mr Steve Bartlett

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.

CARRIED 9RMA/0070 - 30/06/2020

17 ADJOURNMENT OF MEETING

Nil

Initials: 

RISK MANAGEMENT & AUDIT COMMITTEE

MINUTES

Minute Book Page 128

The Chair declared the meeting closed at 7:15pm.



Chair



Print Name



Date

Initials:



COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Appointment of Deputy Mayor October 2020 to March 2021
MEETING DATE:	1 September 2020
AUTHOR:	Executive Assistant to Chief Executive Officer, Tree Malyan
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks Council to appoint a Deputy Mayor for a five-month period from 24 October 2020 to 24 March 2021.

KEY MESSAGES

- Section 43 of the Local Government Act 2008 requires that an appointment of a deputy principle member be made.
- Council Policy EM01 Elected Members sets out that a Deputy Mayor shall be appointed for a five-month period.
- The current Deputy Mayor appointment is due to expire on 23 October 2020 and it is being recommended for Council to determine its next appointment.
- It is acknowledged that the Mayor will at times not be available to perform duties, and the Deputy Mayor will be required to act in the position.
- It is acknowledged that the role of Deputy Mayor is appointed to the following Committees – Chief Executive Officer Performance Appraisal Committee, Palmerston Day Awards Selection Panel and alternative delegate for Top End Regional Organisation of Council (TOPROC).

RECOMMENDATION

1. THAT Report entitled Appointment of Deputy Mayor October 2020 to March 2021 be received and noted.
2. THAT Council appoint _____ as Deputy Mayor for a period of five months in accordance with Council Policy EM01 Elected Members, commencing 24 October 2020 to 24 March 2021 (inclusive).

BACKGROUND

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

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

Deputy Mayor Morrison
Deputy Mayor Garden

22 December 2019 to 22 May 2020
23 May to 23 October 2020

DISCUSSION

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

At the Ordinary Council Meeting of 7 April 2020, Council resolved to appoint Alderman Garden as the Deputy Mayor commencing 23 May 2020 to 23 October 2020 (inclusive). This period is now nearing completion.

Council now needs to nominate an Alderman as Deputy Mayor for the period commencing 24 October 2020 to 24 March 2021 (inclusive).

The Deputy Mayor is appointed to the following Committees – Chief Executive Officer Performance Appraisal Committee, Palmerston Day Awards Selection Panel and alternative delegate for Top End Regional Organisation of Council (TOPROC).

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

CONSULTATION PROCESS

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

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

POLICY IMPLICATIONS

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

BUDGET AND RESOURCE IMPLICATIONS

The Deputy Mayor receives additional allowances to that of any other member; however, this has been incorporated in the approved 2020/21 Budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

7 Fails to be agile to respond to growth opportunities

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

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

The appointment will come into effect as of 24 October 2020.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Preserving our Urban Forest Policy
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	City Sustainability Manager, Katie O'Neill
APPROVER:	Director City Growth and Operations, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This report seeks Council's final adoption of the draft Council Policy *Preserving Our Urban Forest*.

KEY MESSAGES

- The draft Council Policy *Preserving Our Urban Forest* was released for a 21-day public comment period on the 6 July 2020.
- This public comment period included an advertisement in the NT News, a dedicated webpage and online submission form on Council's website, and a social media campaign on Facebook and Instagram.
- No formal public submissions were received, however; statistics from the communication period indicated that public interest was high with over 2,164 views of the Preserving Our Urban Forest post on Facebook.
- As the new Directory City Growth and Operations commenced following the draft Policy being confirmed, it has been reviewed internally, with some minor amendments being recommended.
- Once adopted, the Policy will be placed on Council's webpage, and will provide strategic direction to staff when managing trees on Council property and ensure a consistency when dealing with customer's tree requests.

RECOMMENDATION

1. THAT Report entitled *Preserving our Urban Forest Policy* be received and noted.
2. THAT Council adopt draft Preserving Our Urban Forest being **Attachment 13.2.4.1** to Report entitled Preserving our Urban Forest Policy as a policy of Council.

BACKGROUND

At the 1st Ordinary Meeting in February 2020, Council passed a resolution for a report to be prepared outlining the existing measures and processes for the identification and protection of trees. This report was presented to the 1st Ordinary Meeting in May, where it was determined that the preparation of a policy in relation to the preservation of trees would assist Council and the community in having a clearer framework in relation to tree management and preservation.

At the 1st Ordinary Council Meeting of 5 May 2020 Council made the following decision:

13.2.2 Draft Policy Preserving Our Urban Forest

1. THAT Report entitled *Draft Policy Preserving Our Urban Forest* be received and noted.
2. That Council adopt the *Draft Policy Preserving Our Urban Forest* **at Attachment 13.2.4.1** to Report entitled *Draft Policy Preserving Our Urban Forest* for the purposes of 21 days public consultation with a report on consultation outcomes presented to the first Ordinary Council Meeting in July 2020.

CARRIED 9/1103 – 05/05/2020

DISCUSSION

Public consultation for the draft *Policy Preserving Our Urban Forest* was undertaken from 6 July 2020 for a period of 21 days.

Community members were invited to submit comments on the policy through a variety of engagement platforms including:

- A dedicated website page including an online form for submissions, made public on Monday 6 July 2020.
- A social media post made on Council's Facebook and Instagram page on the 8th July 2020.
- Ongoing inclusion in the Mayor's radio interviews with Territory FM on the 8, 15 and 22 July 2020.
- A newspaper advert in the NT News on the Monday 20 July 2020.

While no formal responses were received, the communication statistics indicated a that there was a level of community interest. This included 62 views of the dedicated webpage, 2,164 views and 8 comments on the Facebook post, 314 views and 18 likes on the City's Instagram page. The relevant comments on Facebook were in relation to residents acknowledging and appreciating the recent tree planting program; *It's really great to see tree planting happening- thankyou. It seemed so long since significant planting had occurred and trees are so significant to our streets and homes, and Thanks for landscaping Temple Tce!! Looking fwd to the rest getting done!!*

As the new Directory City Growth and Operations commenced following the draft Policy being confirmed by Council, the Policy was reviewed internally, with some minor amendments being recommended. These changes are included within **Attachment 13.2.4.2**.

The final draft Policy, with the changes, is included in **Attachment 13.2.4.1**.

Once adopted the policy will be published on the City of Palmerston webpage which will also be updated to include additional information for residents in regards to tree management and requests. In addition, there will be an information session for key staff, providing a clear understanding across the

organisation of how to apply the Policy, particularly in relation to when trees can and cannot be removed.

An online tree request form is also currently in development, this is predominantly for requests around the planting of trees. However, a section will be included that will allow residents to request tree removal. The aim of the online form is to streamline the administration processes for tree requests. The *Preserving Our Urban Forest Policy* will become part of the conditions that residents will need to adhere to when making a request for tree removal.

CONSULTATION PROCESS

Public consultation for the draft Council Policy *Preserving Our Urban Forest* was opened on the 6 July 2020 for a period of 21 days. Consultation was initiated through the City's website with a dedicated webpage and online submission form.

POLICY IMPLICATIONS

Once adopted, Council Policy titled *Preserving Our Urban Forest* provided as **Attachment 13.2.4.1** to this report, will become the principal Policy for Council's tree preservation and management.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is the risk that the Policy is not administered consistently, however there has been a demonstrated intent across the organisation to protect trees, therefore the risk is considered low.

This report addresses the following City of Palmerston Strategic Risks:

2 Is not sustainable into the long term

Context: Optimising the financial, social and environmental sustainability of the Council.

There is no legal and legislative implications relating to this report.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The implementation of the Policy attached to this report will assist Council in actively protecting and enhancing the environmental assets of the City of Palmerston.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Draft - Preserving Our Urban Forest Policy [13.2.4.1 - 3 pages]
2. Draft Preserving Our Urban Forest Policy Track Changes [13.2.4.2 - 3 pages]

Name:	Preserving Our Urban Forest		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

1 PURPOSE

The purpose of this policy is to:

- Demonstrate Council's commitment to the Community Plan and the Environmental Sustainability for Palmerston to be an environmentally friendly, liveable city.
- Establish the City of Palmerston's commitment and future strategic direction for the protection, management, and maintenance of its urban forest.
- Address tree management and maintenance issues encountered by the City of Palmerston.

2 PRINCIPLES

The City of Palmerston strongly supports the retention of the urban forest wherever possible. Trees provide many social, economic, and environmental benefits. They beautify and soften streetscapes, provide wildlife habitat, and play a significant role in determining the urban character of our city. Trees are critical in the maintenance of a healthy urban environment as they reduce the City's heat sink, produce oxygen, trap airborne pollutants, provide shade and absorb carbon dioxide.

3 DEFINITIONS

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

Term	Definition
Urban Forest	Trees situated in parks, streets and anywhere in the developed urban area of Palmerston under the care, control, and management of the Council

4 POLICY STATEMENT

4.1 Preserving our Urban Forest Policy

The City of Palmerston recognises that trees are a major asset and play an important role in making Palmerston a liveable, attractive, and healthy city. Our trees are growing in a harsh urban environment, which requires specialised care and management.

The City of Palmerston is committed to a high-quality maintenance regime that provides adequate resources for the long-term health of its urban forest.

4.1.1 This policy addresses two key areas:

4.1.1.1 Tree Retention

To maximise the retention of trees the factors where a tree may be considered for removal are:

- It is severely damaged, distressed, diseased or dying and there are no remedies to save the tree.
- It is a safety hazard to the public.

- A tree does not meet Council's guidelines.
- The ongoing remedial works required due to damage by a tree are too costly.
- Council approved its removal as part of a streetscape plan or works program.
- A tree is indicated in a property development plan – to Council's required format and standard – and is approved by Council, provided the developer meets the cost of tree valuation, removal, and replacement, or
- It is causing damage to property or public utilities, and the cost of ongoing remedial works becomes uneconomical, i.e. that cost of the perceived ongoing repairs outweighs the value of the tree and there is no reasonable alternative to save the tree.
- It is interfering with service provision such as power, water, transport, and emergency services.

A tree will not be considered for removal based solely on the following:

- Falling leaves, bark, gum nut or flower debris.
- To provide vistas.
- It is growing over a property, blocking light, shading lawn or a pool.
- It is considered too big or too old.
- Perceived danger that a tree may fall in a storm or has dropped a limb.
- Would like an alternative species of tree.
- Property alterations require a driveway to be relocated.
- Droppings by a bird, bat, possum, or other wildlife.
- Insect issue, such as spiders, ants, or bees.
- Solar access for solar panels.
- The tree shades the verge or resident's garden, or
- Surface root growth that restricts mowing heights.

Where a tree has been approved for removal, subject to site specific limitations, a replacement tree of a suitable species will be planted within 30 days of removal. Where large scale tree removal is triggered as a result of a significant weather event a program of tree replacement will be prepared and implemented based on budgets and tree availability.

4.1.1.2 Tree Assessment

A request for tree removal will be assessed by Council based on the listed criteria by appropriately qualified and experienced staff. Where considered necessary an independent arborist may be engaged to assist in finalising a recommendation to remove a tree.

4.2 Operational implementation

This policy sets the principles and criteria for the preservation of the urban forest; the installation and management of tree assets is an operational function of the Council in accordance with the delegated authority to the Chief Executive Officer.

5 ASSOCIATED DOCUMENTS

5.1 City of Palmerston Preferred Tree Species

6 REFERENCES AND RELATED LEGISLATION

6.1 Local Government Act 2008

DRAFT

Name:	Preserving Our Urban Forest		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

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- Council approved its removal as part of a streetscape plan or works program.
- A tree is indicated in a property development plan – to Council's required format and standard – and is approved by Council, provided the developer meets the cost of tree valuation, removal and replacement, ~~or~~.
- It is causing damage to property or public utilities, and the cost of ongoing remedial works becomes uneconomical, i.e. that cost of the perceived ongoing repairs outweighs the value of the tree and there is no reasonable alternative to ~~solve the problem~~ save the tree.
- It is interfering with the provision of essential services such as power, water, transport, and emergency services.

A tree will not be considered for removal based solely on the following:

- Falling leaves, bark, gum nut or flower debris.
- To provide vistas.
- ~~Tree-It~~ is growing over a property, blocking light, shading lawn or a pool.
- ~~Tree-It~~ is considered too big or too old.
- Perceived danger that a tree may fall in a storm or has dropped a limb.
- Would like an alternative species of tree.
- Property alterations require a driveway to be relocated.
- Droppings by a bird, bat, possum or other wildlife.
- Insect issue, such as spiders, ants or bees.
- Solar access for solar panels.
- The tree shades the verge or resident's garden, or
- Surface root growth that restricts mowing heights.

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5 ASSOCIATED DOCUMENTS

5.1 City of Palmerston Preferred Tree Species

6 REFERENCES AND RELATED LEGISLATION

6.1 Local Government Act 2008

DRAFT

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Community Benefit Scheme Sponsorship Application - Reeling Veterans
MEETING DATE:	1 September 2020
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

Family and Community: Palmerston is a safe and family friendly community where everyone belongs.
Vibrant Economy: Palmerston is a destination city for employment, it is a place where businesses are encouraged to set up and grow.

PURPOSE

This report seeks Council consideration of a request for \$10,000 three-year sponsorship agreement under the Community Benefit Scheme, from Reeling Veterans Inc. to support a program of recreational fishing.

KEY MESSAGES

- Council provides funding through Community Benefit Scheme (CBS) to eligible community groups and organisations.
- Council has received a sponsorship application from a local organisation, Reeling Veterans Inc. requesting sponsorship and offering a range of sponsorship options.
- Reel Veterans state their mission as *"to assist Defence members and first responders with support for mental health issues through fishing and mateship"*.
- Palmerston has an extensive relationship with our defence force members and is always seeking to support our first responders who tirelessly work for the well-being of our Community.
- The program was piloted last year and determined to be successful by the group who are now seeking to expand and continue the program.
- Staff recommend support in the form of the gold level sponsorship option: \$10,000 annually over three years to support this activity.

RECOMMENDATION

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Reeling Veterans be received and noted.
2. THAT Council approves a three-year sponsorship agreement from the Community Benefit Scheme for Reeling Veterans Inc. of \$10,000 per annum to support the annual Tiwi Trip as detailed within Report entitled Community Benefit Scheme Sponsorship Application – Reeling Veterans.

BACKGROUND

Council provides funding through Community Benefit Scheme (CBS) to eligible community groups and organisations that offer activities, projects and services that assist Council to deliver on Palmerston's vision of 'A Place for People'.

CBS funding for organisations includes grants and sponsorships, with scholarships and donations, including representation support, also available to individuals.

The FIN18 *Grants, Donations Scholarships and Sponsorships* Policy provides governance of CBS. Clause 4.10.2 of this policy requires all requests in excess of \$2,000 to be referred by the Chief Executive Officer to Council with a recommendation.

Council has received a sponsorship application from a local organisation, Reeling Veterans Inc., requesting sponsorship and offering a range of sponsorship options. **Attachment 13.2.7.1.** Staff recommend support in the form of the gold Level sponsorship option: \$10,000 annually over three years to support this activity.

This report presents the sponsorship application to Council for consideration with a recommendation that the sponsorship is approved.

DISCUSSION

This program of recreational fishing for therapy assists the mental and physical health of participants, supports local business and encourages responsible environmental practices.

The program is designed to provide veterans a safe place to share their experiences and help build a network of support through mateship. In particular, the program will seek to help veterans understand how thoughts and feelings influence behaviour, exposure to various strategies which will bring about positive change, enhance their resilience, learn about their environment and value mateship.

The program is veteran run, non-competitive and delivered by professional, mental health first aiders and ASSIST qualified personal. As an entry-level fishing program, no prior fishing or boating experience is required and all equipment, including boats, is provided.

By the end of the program the client will:

- Have learned the basic boating safety rules and procedures, and how to use safety equipment
- Understand how thoughts can influence choices
- Better understand mental wounds
- Understand how a good support network is important
- Understand how healthy lifestyle is important
- Understand how to cook/clean fish

The pilot program was launched last year and following an evaluation of the pilot program and the positive outcomes achieved, the Reeling Veterans committee decided to expand and develop the mental health program.

A three-year agreement has been requested by Reeling Veterans. This application requires referral to Council to approve given the recommended amount offered and the duration of agreement. Staff have selected this mid-level of support as the cost is marginally more than the lower level offered, however it

is vastly lower than the higher level. The lower level is for a single year of support; the two higher levels are for multiple-year support agreements.

Given the large number of defense families that reside in Palmerston many potential participants will reside in the Palmerston area. Reeling Veteran's in their application stated that most of their clients reside in the Palmerston area (estimated at 65%).

Palmerston has an extensive relationship with our defence force members and is always seeking to support our first responders who tirelessly work for the well-being of our Community. By proactively supporting Reeling Veterans, Council contributes to an innovative program that supports skill development and confidence of our veterans and first responders. Programs such as these strengthen the resilience of the community and help remove the stigma around mental health.

As part of the gold level sponsorship Council will be recognized through various Reeling Veterans promotions as follows:

- Dissemination of Reeling Veteran's media release highlighting the features and importance of the sponsorship agreement.
- Ceremony to mark the presentation of the initial sponsorship cheque and provide an opportunity for media coverage and photographic evidence for use in the sponsor's and reeling veterans marketing materials such as newsletters, social media and websites.
- The right to display "Proud sponsors of the "Fishing for Therapy Tiwi Trip" on its website, letterhead, email signature block and newsletter
- Place the sponsor logo on promotional brochures
- Publish a sponsor advertisement in two Reeling Veterans newsletters each year
- Recognition of sponsor on the Reeling Veterans website, with a link to the sponsor's website
- Granted invitations to fundraising events which provide useful networking opportunities for the sponsor.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Council Policy FIN18 *Grants, Donations, Scholarships and Sponsorships* provides governance and outlines the support which is available through CBS.

BUDGET AND RESOURCE IMPLICATIONS

The Community Benefit Scheme budget for the 2020/2021 financial year is \$130,000. At the time of writing this report Council has awarded \$62,000 and \$68,000 remains unexpended. Approval of this application request will result in the further allocation of \$10,000 from that budget, leaving \$58,000 unexpended.

Future funding requirements will be considered as part of future budget consideration.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

If approved the CEO will under their delegation finalise the agreement.

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

Support of this activity assists participants to experience fishing and on-boat living on the ocean. Participants will develop a greater understanding of the marine environment and sustainable fishing practices.

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. Reeling Veterans Sponsorship Proposal [THYQ] [13.2.5.1 - 10 pages]



Sponsorship Proposal

Fishing for Therapy Tiwi Program

Our Vision

To enhance the well-being, resilience
and potential of Veterans and first responders

Our Mission

To assist Defence members and first responders with support for
mental health issues through fishing and mateship.

Our Values

Trust, Respect and Integrity

Self-esteem, resilience and
confidence

Skill development and team work

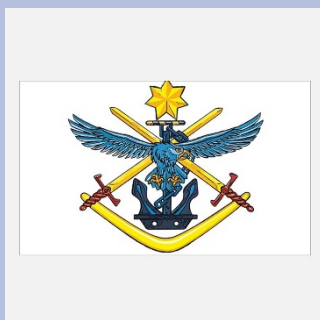
Environmental understanding

Courage

Quality and innovation

Affordability and sustainability

The values of Reeling veterans align closely with the Australian
Defence force Values



Executive Summary

Reeling Veterans is pleased to present this sponsorship proposal to City of Palmerston, an exciting mental health program supporting veterans and first responders through fishing and boating activities.

The program is designed to provide veterans a safe place to share their experiences and help build a network of support through mate ship. In particular, the program will seek to help veterans understand how thoughts and feelings influence behaviour, exposure to various strategies which will bring about positive change, enhance their resilience, learn about their environment and value mate ship.

The pilot program was launched last year on the 25 Oct 2019 by Michael Hurren, an experienced and respected veteran within the local community. Following an evaluation of the pilot program and the positive outcome that was achieved. Reeling veterans committee decided to expand and develop the mental health Program.

By proactively supporting Reeling Veterans, sponsors will contribute to an innovative program that supports skill development and confidence of our veterans and first responders. Sponsors will also strengthen the social fabric of the community and help remove the stigma around mental health.

The mental health program will provide sponsors with access to local Defence and first responder families. Most of these clients reside in Palmerston area, and many are families who utilize our local schools, shops and facilities. In addition, our programs serve many seniors and people with mental illness in various capacities.

Reeling Veteran's capacity to provide sponsors with the potential to raise their profile in the community and reach new customers is extensive. We will provide sponsors with opportunities to promote their services to our many clients, members and supporters through various channels such as our newsletters, website, events and media exposure.

About Reeling Veterans



Reeling veterans, is a special fishing for therapy program designed to provide, confidence, mate ship and reduce stigma. In particular, the program seeks to help clients:

- Build their self esteem
- Develop a support network
- Enhance their resilience
- Understanding of how thoughts and feelings influence behaviour
- Develop social integration

The program is more than a 'one-off' experience. It is hoped that it will provide participants with a longer-term pathway to a lifetime of fishing and potential understanding of their mental health issues. Additionally, it is an opportunity for the participants to form life long friendships.

The program is veteran run, non-competitive and delivered by professional, Mental health first aiders and ASSIST qualified personal. As an entry-level fishing program, no prior fishing or boating experience is required and all equipment, including boats, is provided.

By the end of the program the client will:

- Have learned the basic boating safety rules and procedures, and how to use safety equipment
- Understand how thoughts can influence choices
- Better understanding of mental wounds
- Understand how a good support network is important
- Understand how healthy lifestyle is important
- Understand how to cook/clean fish

We aim to create strong and broad linkages between Reeling Veterans and its program sponsors.



There are numerous ways we can forge a productive partnership for our mutual benefit:

- *We can provide you with opportunities to market through our website, newsletters, speaking opportunities and media exposure.*
- *We will inform you of events and fundraising activities which your staff can participate in - for example, trivia nights, veterans' health and suicide prevention week. This will enable your organisation to engage with the local community and showcase Palmerston as a destination for veteran families.*
- *We will offer your staff opportunities to undertake hands-on volunteering projects within suitable programs and at fundraisers and expos.*

About the Michael Hurren founder

Reeling Veterans was started because the founder, Michael Hurren, who is a veteran suffering PTSD, became distressed at constantly reading and hearing about veterans taking their own lives. Michael used fishing as a form of therapy for himself and wondered if he could help other veterans by taking them fishing. The purpose of his fishing trips, was not only to help the veterans in a physical sense, but to start a conversation about mental health and the struggles faced by veterans once they leave the Defence force.

About Reeling Veterans



Reeling Veterans is a not-for-profit organisation, registered charity, governed by a volunteer Board. We are a small community organisation that provides services to more and more veterans each year.

Operating for nearly 3 years in the NT, Reeling Veterans are committed to delivering quality community services of social value and practical benefit. Our vision is for a resilient and socially inclusive community that cares for the well-being of all veterans and first responders and their families.

With our current agreement with Robertson barracks (Solider Recovery Centre) and the weekly trips we of them. Our current breakdown of clients we help is as such:

- Palmerston and surrounding suburbs 65%
- Darwin and rural 20%
- Greater NT 5%
- Interstate 10%

Our Services

Our services provide assistance to people in all stages of life. Including day fishing trips, overnight and 5-day trips, assistance for those experiencing hardship, home maintenance support, transition out of Defence force support and social activities for families.

Day Fishing trips: We provide day trips to help positively support with mental health development. We offer emotional and practical support to clients and their family, and help parents develop positive parent/child relationships.

Solider Recovery Centre trips: We provide weekly trips the SRC on Robertson Barrack. These trips offer emotional and practical support to current serving members.

Extended trips: We manage this activity by providing a welcoming environment for all veterans and their family. These trips allow us to provide more one on one help put into place welfare and support networks. These trips also help with bringing families together and allow for parent to child bonding.

Parent reconnection Trips: Mental illness put a lot of pressure on families. We provide parent, child trips to help reconnect them with their children and to help promote a strong family.

Community: We provide fishing trips to local families experiencing hardship, in partnership with local parliamentary minsters. We hold regular get together activities to bring people together to share their experience and to socialise and meet similar people.

Members: We provide opportunities for our members to connect with their community and share their knowledge and skills with others.



Terms of Sponsorship Agreement

We propose a one to three-year agreement with City of Palmerston for sponsorship of the Fishing for Therapy Tiwi Trip. We aim to provide value to sponsors by:

- providing opportunities for them to market their services;
- providing them with opportunities to become actively involved in community events; and
- helping them lift their profile as an active supporter of worthwhile community initiatives.

Sponsorship Levels

The terms of any formal sponsorship agreement are negotiable, depending on the level of sponsorship offered and the nature of the sponsoring entity. However, the following levels of sponsorship are indicative of arrangements that could be negotiated.

Single veteran: \$600

General Sponsor: \$9000 annually

(Sponsor 15 veterans/ first responders to participate in the Program at a cost of \$600 per veteran)

Sponsor Benefits

- Publish a sponsor Logo on boat/ social media and event shirts.
- Recognition of sponsor on the Reeling Veterans website, with a link to the sponsor's website.
- Sponsor invited to attend local fundraising events which provide useful networking opportunities for the sponsor.

Gold Sponsor: \$10,000 annually over three years (1 trip per year)

Sponsor Benefits

- Dissemination of Reeling Veteran's media release highlighting the features and importance of the sponsorship agreement.
- Ceremony to mark the presentation of the initial sponsorship cheque and provide an opportunity for media coverage and photographic evidence for use in the sponsor's and reeling veterans marketing materials such as newsletters, social media and websites.

- Sponsor granted the right to display “Proud sponsors the Fishing for Therapy Tiwi trip” on its website, letterhead, email signature block and newsletters.
- Place the sponsor logo on promotional brochures.
- Publish a sponsor advertisement in two Reeling veterans’ newsletters each year.
- Recognition of sponsor on the Reeling Veteran’s website, with a link to the sponsor’s website.
- Sponsor granted invitations to fundraising events which provide useful networking opportunities for the sponsor.

Diamond Sponsor: \$22,000 annually over three years (2 trips per year)

Sponsor Benefits

- Dissemination of reeling veteran’s media release highlighting the features and importance of the sponsorship agreement.
- Ceremony to mark the presentation of the initial sponsorship cheque and provide an opportunity for media coverage and photographic evidence for use in the sponsor’s and reeling veterans marketing materials such as newsletters, social media and websites.
- Publish a feature article about the sponsor and its sponsorship of the fishing for therapy Tiwi program in two selected reeling veterans’ newsletters each year.
- Design and production of pull-up banner to be displayed at relevant events conducted by Reeling veterans and the sponsor.
- Sponsor granted the right to display “Proud sponsors the fishing for therapy Tiwi program” on its website, letterhead, email signature block, newsletters and vehicles.
- Place the sponsor logo on promotional brochures.
- Publish a sponsor advertisement in three C@W newsletters each year.
- Recognition of sponsor on the reeling veteran’s website, with a link to the sponsor’s website.
- Sponsor granted invitation to fundraising events which provide useful networking opportunities for the sponsor.



You never walk alone.
VETERANS HELPING VETERANS

Veterans headquarters

36 Cuthbertson Crescent

MOULDEN, 0830

PH: 0431992451

Email: info@reelingveterans.com.au

www.reelingveterans.com.au

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.6
REPORT TITLE:	Reduced Hours of Late Night Lighting - Deleny Gwa Park, Rivergrass Circuit
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Director City Growth and Operations, Nadine Nilon
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report presents the petition received by Council in relation to lighting at Deleny Gwa Park in Zuccoli.

KEY MESSAGES

- Council received a petition in June in relation to night-time lighting at Deleny Gwa Park, Rivergrass Circuit, Zuccoli.
- The park includes a playground, basketball court, gazebo and pathways, with car parking on Rivergrass Circuit. The pathways and gazebo have lighting, and there is 24-hour Wi-Fi.
- There have been few instances of evidence of potential anti-social behaviour since the park has been constructed in 2018, with two instances of graffiti, and one of minor vandalism.
- The petition requested consultation with affected residents, this has not occurred at this time due to the evidence not supporting a need for change and therefore a purpose for the consultation.
- If Council were to consider a change to lighting, it is recommended that consultation is undertaken with at least 400m area of the park to understand the community's desire for any change.

RECOMMENDATION

1. THAT Report entitled Reduced Hours of Late Night Lighting - Deleny Gwa Park, Rivergrass Circuit be received and noted.
2. THAT Council write to the petition organiser acknowledging the petition and advising that, following a review of the lighting and associated issues, there will be no change to existing lighting and therefore no consultation will be undertaken.

BACKGROUND

At the 1st Ordinary Council Meeting of 2 June 2020 Council made the following decisions:

11.1 Reduced Hours of Late-Night Lighting - Deleny Gwa Park, Rivergrass Circuit

2. THAT a Council Report be prepared to consider Petition entitled Reduced Hours of Late-Night Lighting - Deleny Gwa Park, Rivergrass Circuit to the second Ordinary meeting in August 2020.

CARRIED 9/1138 – 02/06/2020

The petition (**Attachment 13.2.6.1**) stated;

This petition of residents of Zuccoli draws to the attention of the city of Palmerston City Council to:

An ongoing issue with late night lighting in Deleny-Gwa (Rivergrass Park), which has encouraged anti-social behaviour and noise from people who use the Park to socialise, drink alcohol, use the climbing wall and play basketball. This has a negative effect on residents who are attempting to sleep and diminishes the amenity of the local neighbourhood.

We therefore ask Palmerston City Council to:

Undertake written and verbal consultation with affected residents with the view to significantly reduce the hours that Deleny-Gwa (Rivergrass) Park is lit at night.

The petition included 44 signatures from 43 properties. This report provides a technical review of the issue that has been raised through the petition to determine if options are feasible or recommended.

DISCUSSION

Deleny-Gwa is a local park within Zuccoli, bordered by Rivergrass Circuit, Canegrass Circuit and Tuckerroo Boulevard. The main active park area is located adjacent Rivergrass Circuit, where there are ten indented car parking bays.

The park includes a small playground, half-court basketball court, exercise equipment, pathway with lights and two gazebo structures with lights. Wi-Fi is also at this park, and over the last month there were nine sessions of users connecting to the 24-hour Wi-Fi, of these sessions, the times were 7am, 2pm, 4pm and 6pm.

There are lights within the gazebo's areas, one fluorescent per gazebo. The pathways through the park have lighting also. The gazebo lights run from 7pm to 7am, and the pathway lights run at 100% lighting from sunset until 12am, and then at 60% until sunrise. The basketball court is not lit and receives a small amount of overflow lighting from the adjacent gazebo.

Since the park was constructed in late 2018 (opening in November), Council records have indicated there have been a small number of complaints regarding the park. There has been concern raised to Council directly by one resident in relation to the lighting of the park, with the concern of the bright lighting attracting people to the park who are making a lot of noise, including playing basketball. There

was also concern raised about equipment being located too close to houses. Council does not have a record of the 'change' referred to.

Additional complaints relating to the park have included;

- June 2020 – basketball net stolen
- March & May 2020 – rubbish in park
- November 2019 - irrigation
- February and April 2019 – graffiti
- November 2018 – query regarding play equipment

From an operations perspective, there has been no reported issues at this park that would require a change to service levels or increased maintenance activity.

Parks are typically designed to capture a walking distance of 400m. In relation to Deleny-Gwa Park, there are 247 private residential properties within 400m of the park, as indicated on **Attachment 13.2.6.2**. Due to the park facilities, including car parking, it would be expected that the catchment for the park incorporates the broader community of Zuccoli. Anecdotal evidence is that the park is travelled to for users to use the basketball court in the evenings, as the next closest court is in Johnston.

Therefore, the 43 properties that signed the petition represent approximately 17% of properties within the 400m radius of the park. The properties that signed the petition are indicated on **Attachment 13.2.6.3**.

The petition requested consultation occur with affected residents. Consultation should only occur where this are options, for example in this case, if Council were willing to amend the lighting. If there is no intention or ability to implement feedback received, it is not recommended. Consultation has not occurred, as the information gathered has not indicated a need for lighting to change, and therefore the consultation would have limited benefit at this stage. There is also the risk that reduced lighting may increase the risk of hazards not being seen in the areas around the gazebos. It is also unclear who the affected residents would be as there are the adjacent properties with view of the park, the immediate area the petition covers (approx. 200m), the 400m radius area capturing the typical walking distance, and then the broader community.

The evidence to date has indicated that there is not a problem with antisocial behaviour, including any evidence that there is a safety risk to users, or significant vandalism or impact on the community. The use of the basketball court does attract users of the park, which is its intended purpose and there will be times where the noise from users can be heard in the street.

There is the option to turn off the gazebo lights at 12am when the pathway lights dim, which would align with the expected use of the park decreasing. The impact of this may be that the lack of lighting has the opposite effect of that intended, and instead attracts antisocial behaviour in the dark areas. If this were to be considered, it would be recommended to consult the area in relation to the proposed change prior to it occurring. Signage indicating the hours of lighting would also be installed to ensure users understood when the lights would be switching off.

As Council has a program to light dark spots in parks to decrease antisocial behaviour, and the park is currently lit, it is not recommended to change the lighting levels without a more strategic approach to change. In addition, there are other parks within the community that have received requests for lighting within gazebos to enable greater activation of these spaces and reduce antisocial behaviour. Council is

commencing a parks and play space strategy that will consider the service levels and functions of all parks. Once completed, this will allow for a more strategic approach for any changes to lighting or operating hours.

CONSULTATION PROCESS

There was no consultation undertaken during the preparation of this report. However, Council could determine to undertake consultation with residents. If this were to occur, it would need to be prepared in a way to ensure it provided valuable information. Consulting adjacent properties would provide views of those immediately adjacent, however it would not capture the broader community who may use the park in the evening. A broader consultation would be recommended to capture at least the 400m radius from the park to provide greater insight into usage and the needs of the local community.

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

- City Operations Manager
- Acting Open Space Team Leader
- Acting Manager, Information Technology

The NT Police have been contacted in relation to any known history of antisocial behaviour at the park. They have advised that, anecdotally, there have been previous issues in relation to the basketball area. However, it is not an area that is responded to on a regular basis for antisocial behaviour.

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 risks in relation to both doing, and not doing, consultation. If consultation occurs, it may provide an expectation of change, which could be positive or negative depending on the audience. This would need to be carefully considered if consultation were to occur.

Any change to reduce the lighting may increase the risk to users, or potentially risk an increase in antisocial behaviour due to increased dark areas. This may have an impact if an incident were to occur, as the lighting levels and opportunity to light would be considered.

Council has an ongoing lighting program to improve lighting and reduce dark spots across the municipality, and if any reduction to lighting were to occur without a strategic approach, there is the risk that this would be perceived as being a response based on a complaint and not an evidence based decision.

This report addresses the following City of Palmerston Strategic Risks:

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.

8 Fails to develop effective relationships and manage expectations of relevant parties

Context: Engagement and communication with stakeholders (internal and external to 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. Petition - Reduced Hours of Late Night Lighting - Deleny Gwa Park Rivergrass Circuit [13.2.6.1 - 3 pages]
2. DELENY GWA PARK PETITION MAP 1 [13.2.6.2 - 1 page]
3. DELENY GWA PARK PETITION MAP 2 [13.2.6.3 - 1 page]
4. Deleny Gwa Photos [13.2.6.4 - 1 page]

TO THE HONOURABLE LORD MAYOR AND PALMERSTON CITY COUNCIL ALDERMEN

This petition of residents of Zuccoli draws to the attention of the Palmerston City Council to:

An ongoing issue with late night lighting in Deleny-Gwa (Rivergrass) Park, which has encouraged anti-social behaviour and noise from people who use the Park to socialise, drink alcohol, use the climbing wall and play basketball. This has a negative effect on residents who are attempting to sleep and diminishes the amenity of the local neighbourhood.

We therefore ask Palmerston City Council to:

Undertake written and verbal consultation with affected residents with the view to significantly reduce the hours that Deleny-Gwa (Rivergrass) Park is lit at night.

Name	Address	E-mail	Phone Number
CHERRY ANGCON	3 RIVERGRASS CIRCUIT, WCOA	cherrylove.angcon@gmail.com	0916 890697
Malekela Whiting	7 Rivergrass circuit	Malekela.Whiting@gmail.com	0400878407
Zeladiah Cooper	9 Rivergrass circuit	Zeladiah456@hotmail.com	0499776110
Steven O'Shea	11 Rivergrass	O'Shea1988@gmail	0461044039
Rox de Gama	19 Rivergrass	roxidegama@gmail.com	0465794427
Linda Hyland	21 Rivergrass Circuit	lindapatticia2@bigpond.com	0439711101
Estelle Pike	24 Canegrass cct		0459675431
Brendon Tapp	23 Canegrass cct	brendon.tapp97@gmail.com	0463598856
Madison Russo	30 Canegrass cct	madison.russo02@gmail.com	0417 910 600
Sim Kebb	15 Rivergrass cct	Ruedyigiebigpond.com	0417 91 9937
Santosh Shrestha	38 Canegrass cct	youth.Santosh@hotmail.com	0421150244
Jess Volf	28 Rivergrass c	Jess.volf@outlook.com	0419659725
Rebecca Francis	30 Rivergrass Cct	becc.francis@gmail.com	0422590315
Francisco E. Sano	32 Rivergrass	efrancisco1@yahoo.com	0475587019
Stacey May	36 Rivergrass	staceymay91@outlook.com	0421694838
Sara Alexander	40 "	Sara.Alexander@hotmail.com	0422043658
Monique Mayne	42	moniqueabbymayne@aol.com	0447432355

estelle.pike
@outlook.com

TO THE HONOURABLE LORD MAYOR AND PALMERSTON CITY COUNCIL ALDERMEN

This petition of residents of Zuccoli draws to the attention of the Palmerston City Council to:

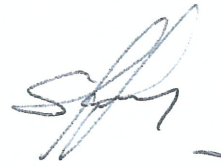
An ongoing issue with late night lighting in Deleny-Gwa (Rivergrass) Park, which has encouraged anti-social behaviour and noise from people who use the Park to socialise, drink alcohol, use the climbing wall and play basketball. This has a negative effect on residents who are attempting to sleep and diminishes the amenity of the local neighbourhood.


We therefore ask Palmerston City Council to:


Undertake written and verbal consultation with affected residents with the view to significantly reduce the hours that Deleny-Gwa (Rivergrass) Park is lit at night.


Name	Address	E-mail	Phone Number
Lorna Parker	46 Rivergrass Crt	lorna.parker@nt.catholic.edu.au	0414 446551
Kyle Wilson	48 Rivergrass Crt	kylesown2015@gmail.com	
Goris Wilson	48 Rivergrass Crt	gorisw@gmail.com	0456923763
Michelle Warren	31 Rivergrass Crt	mwarren@hotmail.com	0423701236
Gemma Russell	35 Rivergrass Crt	gemma.russell@gmail.com	0402258229
Andrei Gova	37 Rivergrass Crt	Andrei.gova@gmail.com	0444503831
Sam Tello	43 Rivergrass Crt	sandrea.tello@gmail.com	0410334386
Linda Reid	47 Rivergrass Crt	linda.reid@gmail.com	0424891335
Jo Moore	17 RIVERGRASS CRT	joeell84@hotmail.com	0401902430
Kimberly Lim	31 Canegrass Crt	Kimberlylimxo@live.com	0422 178 622
Kirsty Peckham	29 Canegrass Crt	kirstypeckham90@gmail.com	0416569215
Bernadine Ekhor	23 Canegrass Crt	bernadine@yaho.com	
COREY THOMPSON	22 CANEGRASS CRT	Cthompson@live.com	0409269316
Ross Long	3 TASSAL ST	THESHADOWONLINE@gmail.com	0628984784
JAMES JUSTO	9 TASSAL ST	JimmyJusto@gmail.com	0402814148
JANNA CLARK	11 TASSAL ST	CLARKJ11@gmail.com	0457459807
Helen Meyer	15 TASSAL ST	helenmeyer231@gmail.com	0406692434
MATTHEW CHIN	40 CANEGRASS CIRCUIT	mat.chin08@gmail.com	0414 011 197
Sheena Dmawulos	11 Blackpear Court		
Elis Tuface	13 Blackpear Court	arsheenson@yahoo.com.au	0452536679

Shane Mackey 15 Blackspear Court Zuccoli NT
Shanemackey@gmail.com



CASEP, ADAM 17 BLACKSPEAR CRT ZUCCOLI NT  adghercosepeyaho.com

Matthias Dantschenko 18 Blackspear ct Zuccoli NT  Matthyos@mail2world.com

Wuy Conan 18 Blackspear ct Zuccoli NT  wuy-conan@hotmail.com

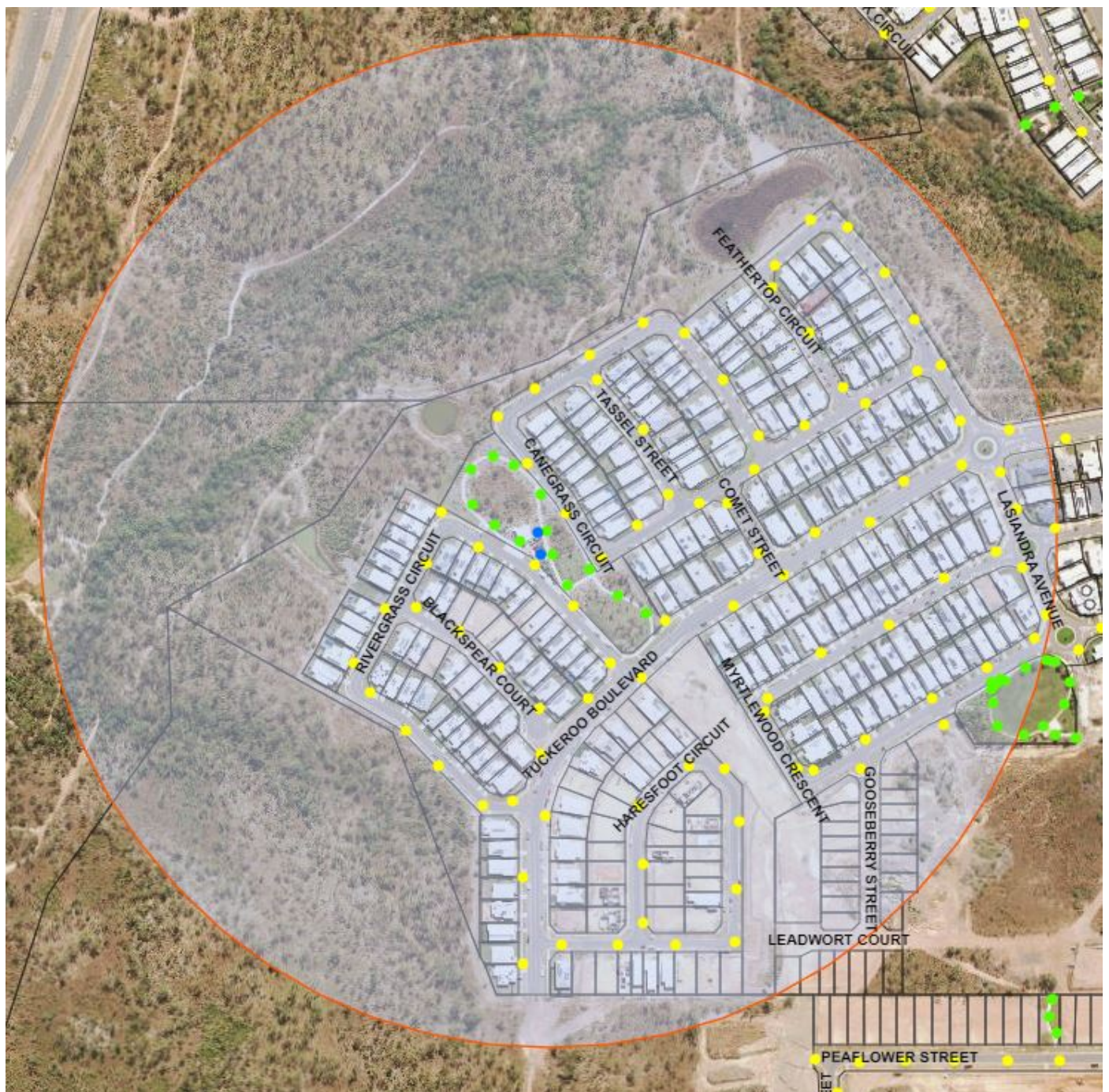
Paul Regattieri 16 Blackspear ct Zuccoli 

Grant McMahon 14 Blackspear ct Zuccoli  Grant.McMahon@cutie

Theresa Suensdotter 14 Blackspear ct Zuccoli  Theresa.Suensdotter@senio
legitimplus.com.au

MARGIE PANALIGAN 10 BLACKSPEAR CT ZUCCOLI  magiepanaligan
80@yahoo.com

ANGELITO MAGADIA 4 BLACKSPEAR CT. ZUCCOLI  0920 616168



LEGEND

400m park buffer



PUBLIC LIGHTS

● STREET LIGHTS

● PARK LIGHTS

● SHELTER LIGHTS

PROPERTIES



PROPERTY BOUNDARIES



LEGEND

PUBLIC LIGHTING

- STREET LIGHT
- PARK LIGHT
- SHELTER LIGHT

PROPERTIES

- Has not signed Petition
- Resident has signed Petition

DELENY GWA PARK - PHOTOS

Day-time



Basketball court from road

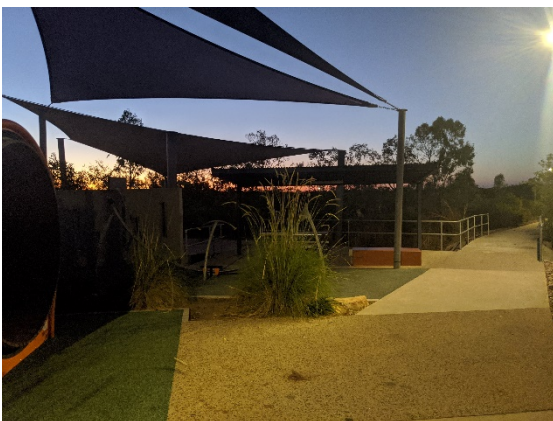


Park view from street

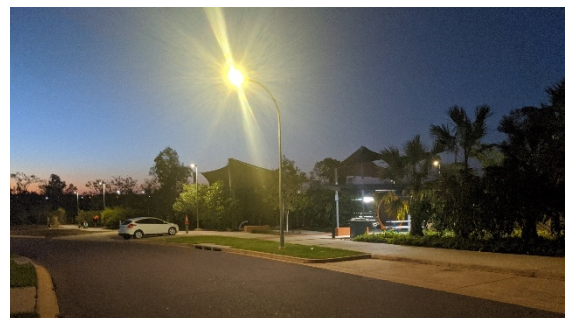


Basketball court and gazebo looking towards road.

Night-time (7pm)



Basketball court area immediately before gazebo lights turning on



Park at night from across street, all lights on



Gazebo with light on, in front of basketball court

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.7
REPORT TITLE:	Free Parking Update
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Director City Growth and Operations, Nadine Nilon
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 Council approval to extend free all day parking in the city centre until 30 June 2021.

KEY MESSAGES

- As part of Council's COVID-19 measures, free parking was extended from short term to all day parking in March to 30 September 2020.
- Free parking supports businesses in the city centre, along with the timed parking zones which promote turn-over of vehicles.
- Council is about to implement a parking app in October, called PayStay, that will enable both timed and paid (if required) parking to occur through the app.
- It is recommended that free parking continues until 30 June 2021.

RECOMMENDATION

1. THAT Report entitled Free Parking Update be received and noted.
2. THAT Council approve the continuation of all-day free car parking in the Palmerston city centre until 30 June 2021.
3. THAT the cost of extending free parking is included at the 1st Quarter Budget Review for 2019/20.
4. THAT the medium to long term future of paid parking be considered as part of the 2020 annual review of the City of Palmerston Parking Strategy.

BACKGROUND

From 1 July 2019, Council commenced free parking in 1 hour, 2 hour and 4 hour time restricted parking areas across the city centre, subject to displaying a valid ticket. This change was made to make parking more effective and to support local business by encouraging turn over. The use of tickets assists Council to manage use of the time-limited parking areas, ensuring turnover of vehicles which supports access to local businesses.

All-day parking spaces (Zone E) had a fee of up to \$4.00, or a permit could be purchased. In March 2020, as a response to COVID-19, Council has extended free timed parking to include free all-day parking in the city area. The free parking both supported businesses and was a safety measure to reduce the touching of the machines and potential spread of COVID-19. It was initially implemented to 30 June 2020, and then extended until 30 September 2020.

At the 1st Ordinary Council Meeting of 19 May 2020 Council made the following decisions:

13.2.2 City of Palmerston 'Roadmap to the New Normal'

THAT Council approve the continuation of all-day free car parking in the Palmerston city centre until 30 September 2020 as part of the 2020/2021 Budget to assist the community and stimulate the Palmerston economy.

CARRIED 9/1124 - 19/05/2020

DISCUSSION

Free Parking

The impact of COVID-19 is ongoing within the Northern Territory, including for local businesses. Council has included a number of measures to support the Palmerston local economy, including residents and businesses. Most recently this has included the implementation of the My Palmerston voucher scheme. To continue support of businesses, it is considered appropriate for Council to continue free parking for the remainder of the financial year. This also supports the community having access to businesses and community facilities within the city centre.

To ensure the turn-over of vehicles within 1, 2 and 4 hour zones, the requirement for using tickets will recommence. The cost of maintaining free parking, in comparison to the current budget, will result in approximately \$120,000 of income not being received from parking fees.

PayStay App

As part of Council's Smart Cities project, Council has been working on the implementation of an app to allow payments and tickets to occur electronically, including for free timed parking. The app selected is PayStay, as used by Darwin and other Council's across Australia. The app is ready to go live on 1 October 2020, in conjunction with the proposed extension of free parking and recommencement of tickets being required. Signage will be installed to provide information to users of how to access PayStay as an alternative to tickets.

The app allows users to obtain tickets for timed parking which will correlate with the zone they have parked in. This will allow Council to enforce as required to ensure the turn-over of vehicles.

Parking Strategy

The Parking Strategy and Implementation Plan adopted in 2019, is due for its annual review. Due to the significant impact COVID-19 has had on parking behaviour, the review of the strategy and implementation plan will be undertaken in November 2020. This will include an assessment of progress of the implementation plan and longer term considerations for free parking.

CONSULTATION PROCESS

Communications will occur in relation to the extension of the free parking and the commencement of the PayStay app.

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

- Senior Ranger
- Technical Officer, City Operations
- Acting Manager, Information Technology

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

There is an expected reduction of \$120,000 of income received from parking fees. This amount is expected to be covered through efficiencies in existing operations budgets, and will be included within the 1st Quarter Budget Review.

One efficiency to be investigated is the current maintenance contract and service levels. This includes the parking maintenance contract which is currently under review for a new quote or tender process (dependent on outcome of paid parking).

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

7 Fails to be agile to respond to growth opportunities

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no significant environment sustainability implications for this report. The reduction of printing tickets is a positive environmental impact.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.8
REPORT TITLE:	Off Leash Dog Exercise Area - Maurice Terrace Park, Bakewell
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Director of Lifestyle and Community, Amelia Vellar
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 Council approval to commence conversion of the Maurice Terrace Park to a permanent off leash dog exercise area with consideration of the feedback gained from the community consultation.

KEY MESSAGES

- Council has identified that the City requires additional dog exercise areas within the Municipality.
- City of Palmerston has over 6000 registered dogs.
- City of Palmerston has one off leash dog exercise area located at Marlow's Lagoon, all other areas of the municipality dogs must be on leads.
- In response to COVID-19 Council implemented two additional temporary off leash dog exercise areas.
- Council commenced community consultation to gauge the community's desire to convert this area at Maurice Terrace Park to a permanent off leash dog exercise area from 31 July to 14 August 2020.
- The Palmerston Animal Management Advisory Committee (PAMAC) was also consulted on their views and provided endorsement of the permanent park conversion subject to minor considerations.
- Overall people supported a second off-leash dog exercise park in Palmerston, including people who lived near the Maurice Terrace Park temporary off-leash exercise area.
- The consultation was very specific to a permanent off-leash dog exercise park at Maurice Terrace Park.
- The feedback from the most impacted stakeholders needs to be carefully considered in Council's design when making this arrangement permanent.
- Council is exploring additional new locations to expand the number of dog parks in the municipality.
- A report is going to Council exploring an additional dog park in Zuccoli/Johnston in November.

RECOMMENDATION

1. THAT Report entitled Off Leash Dog Exercise Area - Maurice Terrace Park, Bakewell be received and noted.

2. THAT Council approve the development of Maurice Terrace Park, Bakewell to include a permanent off leash dog exercise area as outlined within report entitled Off Leash Dog Exercise Area Maurice Terrace Park Bakewell.

BACKGROUND

Australia has one of the highest rates of pet ownership in the world with 36% of households owning a dog (Australian Companion Animal Council, 2010). Although dog ownership is common in Australia, it's becoming more difficult for people to own dogs in urban areas. Some factors that may be directly related to this difficulty may include higher density living, changing lifestyles, and lack of animal education around responsible dog ownership.

The City of Palmerston has over 171 hectares of open space parks and gardens. In 2019, there were over 5,600 dogs registered in the Palmerston Municipality and yet just one, permanent off leash dog exercise area is currently available for residents to exercise their dogs which is located at Marlow's Lagoon. Council has identified that the City requires additional dog exercise areas within the Municipality particularly in the densely populated suburbs of Johnson and Zuccoli.

Pets play an important part in our lives. Research shows that pets can help improve a person's mental and physical health, reduce the effects of stress, facilitate social interaction between people and build a sense of community (Australian Companion Animal Council, 2010; Petcare Information and Advisory Service, 2012). As more dogs are joining families in urban areas, off-leash dog exercise areas are growing in popularity and demand.

There are benefits of people and the community in having off-leash dog exercise areas:

Benefits for People and the Community

- outlet for dog owners to socialise
- social wellbeing and mental health
- promoting responsible dog ownership
- affordable Recreation Option
- resting place for travelling community

Although there are many benefits to more dog exercise areas, there are also risks and issues that need to be considered when developing an off-leash dog exercise area.

Local Impacts

Communities may fear impact on the local amenity of their neighbourhood including:

- potential noise and odour problems
- parking congestion in residential streets
- dogs off-leash when walking to and from the dog park
- potential environmental and wildlife impacts.
- health impacts from diseases being passed from dog to dog in a confined area.

Good planning, design and management can help reduce some of the risks.

The opportunity to experience a setting devoted to dog and human activity, where dogs can play can counteracts the boredom of experienced by pets and lack of contact with other dogs. This can reduce

the tendency for barking when dogs are under-exercised, and their owners are absent. Socialising dogs at an early age can reduce canine aggression and lead to new friendships and more personable interaction with other people by dog owners.

The City of Palmerston trialled an off-leash dog exercise area at the Maurice Terrace Park in Bakewell during the COVID-19 pandemic. The temporary arrangement was established to allow more spaces for people to take their dogs to exercise off-leash.

Council identified that the City requires additional dog exercise areas within the municipality. As a result of positive feedback about this temporary off-leash area, Council decided to consult with the community to gauge support for the Maurice Terrace Park to become a permanent off-leash dog park.

The consultation for the Maurice Terrace Park off-leash dog exercise area consultation ran for two weeks from 31 July to 14 August 2020. Council staff engaged True North Strategic Communications (True North) to lead the consultation.

The objectives of this consultation were to:

- gauge the level of community support for the park to become a permanent dog park
- understand any issues or concerns the community might have about the proposal
- understand the potential benefits to the community
- receive feedback and suggestions from the community about the proposal
- continue to demonstrate Council's commitment to community engagement.
- using the International Association for Public Participation (IAP2) principles that guide good community engagement, the engagement was conducted at the levels of **inform** and **consult**.

DISCUSSION

Consultation activity

The following consultation and communication activities were undertaken during the two-week consultation period to gauge feedback from the community:

- provided web content on the City of Palmerston website with details on the consultation and how to provide feedback
- put three posts on the City of Palmerston Facebook site encouraging people to provide feedback and advertising the pop-up survey at Maurice Terrace Park
- conducted a doorknock of 40 houses within a 200m radius of the dog park, with 25 residents providing feedback
- conducted a letterbox drop of the fact sheet to 50 houses in the surrounding area
- held three pop-up survey information sessions at Maurice Terrace Park after hours and on the weekend
- monitored emails and phone calls to a direct email address and phone number
- monitored Facebook activity.

Two City of Palmerston rangers attended the three pop-up survey information sessions to hand out give-aways and provide information to community members and dog owners at the park.

Feedback

A total of 79 people provided direct feedback during the consultation period and there were three items of feedback provided to Council before the consultation period began.

A total of 42 people attended Maurice Terrace Park off-leash dog exercise area during the pop-up sessions held on three occasions for one hour each on a Thursday evening (5 pm – 6 pm), Saturday morning (9.30 am – 11 am) and Tuesday evening (5 pm – 6 pm). Of the 42 people who used the park, 23 people provided direct feedback, most of which represented two people who were at the park at the same time as friends, couples, or family.

Below is a summary of feedback provided by people in different ways during the consultation:

Consultation method	Supported	Did not support	Total
Phone call	1	0	1
Email	21	9	30
Doorknock	21	4	25
Pop-up surveys	19	4	23
Previous submissions	1	2	3
Totals	63	19	82

Of the 63 people who supported the Maurice Terrace Park becoming a permanent off-leash dog exercise area, 48 people suggested changes would need to be made to improve the safety and amenity of the park.

The suggested improvements included:

- more permanent fencing
- permanent water for dogs and people
- wading pool or small swimming lagoon for the dogs to play in
- double gates at both entries with a holding area so dogs and owners can enter and exit safely
- seating
- shade structures
- improve reticulation plant more trees for shade
- agility equipment for dogs
- sandpit for dogs to play in
- traffic calming devices for Maurice Terrace to improve safety
- privacy screening along the fencing to minimise park users and their dogs causing nearby dogs to bark
- restrict park use with opening and closing hours to minimise impacts on nearby residents
- separate area for small dogs
- make it a bigger area

The main issues for the park users included:

- safety of dogs exiting and entering the park with the busy road and other dogs
- traffic speeding on Maurice Terrace
- cars parking on the road alongside Maurice Terrace Park
- dog owners not cleaning up after their dogs
- dog control for larger dogs when small dogs are in the off-leash area
- maintenance of the area regarding long grass, rubbish, and dog faeces

Impacted stakeholders

True North spoke directly to seven of the most impacted stakeholders during the consultation, which included people living directly across or within proximity of the temporary off-leash dog area and the landowner adjoining the park.

The main issues raised by the most impacted stakeholders include:

- locating a dog park so close to existing housing
- dog barking and noise from dog owners on a daily basis at the park
- increased pedestrian safety issues due to traffic speed and higher use of the park
- cars parking on a 'blind corner' that creates traffic safety issues
- reduced property value due to the fact they could be located next to a permanent dog park
- the park not being appropriately zoned to be a dog park
- flooding of Maurice Terrace Park during the wet season
- legal issues regarding trespassing on adjacent property, illegally parking on adjacent property, dog bites and traffic issues

The feedback from the people who experience daily issues generated by the temporary dog park will be carefully considered with the feedback from the casual users of the dog park.

Observations

After conducting a doorknock, letterbox drop and attending three pop-up survey sessions at the Maurice Terrace Park off-leash dog exercise area, the following observations were made:

- there was feedback that enabling dogs to run around at the dog park relieved some of the dog issues within the surrounding area
- the nearby residents who did not support the park becoming a permanent dog park recognised the need for a dog park but did not think the location was suitable due to the proximity to housing
- most people using the Maurice Terrace off-leash dog exercise area, drove there to use it rather than walking their dogs
- the location itself was not the primary driver for people to use this park, it was favoured more as an alternative to Marlow Lagoon dog park
- people did park on the blind corner, both on and off the kerb, which forced several cars to slow down
- there were several occasions where there was extended periods of barking from dogs at the park
- most park users had their dog under control although several people with small dogs did not stay due to concerns about the larger dogs in the park

Response to issues raised through the Community Consultation

If Council is to proceed with the upgrade the following table outlines what would be accommodated:

Improvement Request	Include	Exclude	Comment
More permanent fencing	Yes		
Permanent water for dogs and people	Yes (drinking water)		
Wading pool or small swimming lagoon for the dogs to play in		No	Providing wading water can increase the likelihood of disease spread in dogs and can raise other health concerns. There is no access to a natural water

			source at the location
Double gates at both entries with a holding area so dogs and owners can enter and exit safely	Yes		
Seating	Yes		
Shade structures	No		Shade will be provided by additional trees as opposed to shade structures
Improve reticulation, plant more trees for shade	Yes, to more trees	No to irrigation at present	
Agility equipment for dogs	Yes		
Sandpit for dogs to play in			Future stage, potential health issues needs careful consideration
Traffic calming devices for Maurice Terrace to improve safety		No	Will consider pedestrian refuge with parking. Issue not related directly to park, will be referred to Council Road Safety Program as potential speeding presents other safety issues
Privacy screening along the fencing to minimise park users and their dogs causing nearby dogs to bark	Yes, Neighbour friendly fencing along single boundary adjoining private land		
Restrict park use with opening and closing hours to minimise impacts on nearby residents	Yes, lockable gates made. Monitor to determine if there are any issues. Park is not lit		
Separate area for small dogs			There are difficulties in creating this separate space due to limited available space in the park. This will be considered at new dog park locations. A separate quiet dog area is being considered at Marlow's Lagoon Dog Park
Make it a bigger area	Maybe. Council will consider if possible, after considering all uses of the park		Council is considering other locations providing a larger space.
Prevention of flooding of Maurice		No	The stormwater drainage

Terrace Park			system and use of the park is appropriate in design
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Education and Regulatory Considerations

Other feedback from the community included Education and Regulatory Considerations such as:

- dog owners not cleaning up after their dogs
- dog control for larger dogs when small dogs are in the off-leash area
- maintenance of the area regarding long grass, rubbish, and dog faeces
- illegal parking of cars on the road alongside Maurice Terrace Park

These will be managed through Council's Regulatory Services.

Next Steps

Overall people supported a second off-leash dog exercise park in Palmerston, including people who lived near the Maurice Terrace Park temporary off-leash exercise area.

The consultation was very specific to a permanent off-leash dog exercise park at Maurice Terrace Park and did not explore how this location compared to other locations in the municipal area.

The feedback from the most impacted stakeholders needs to be carefully considered in Council's decision about making this arrangement permanent and amendments included in design (as detailed in the table above).

Council is exploring additional new locations to expand the number of dog parks in the municipality. A report is going to Council exploring an additional dog park in Zuccoli/Johnston in November.

Council received funding under the recent Australian Government Funded Roads and Community Infrastructure Grants. Council has set aside \$150,000 for this project.

CONSULTATION PROCESS

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

- Director Organisational Services
- Regulatory Services team

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

- True North Strategic Communications
- Palmerston Animal Management Advisory Committee (PAMAC)

Palmerston Animal Management Advisory Committee (PAMAC)

At their meeting held on Wednesday 26 August 2020, the Committee were in favour in making the dog park permanent and gave the following feedback:

- the need for double gates at the park
- good neighbour fencing instead of shade cloth and
- that the Council considers a small/quiet dog area at future locations

PAMAC's response reiterated information received from the Community Consultation.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

As part of recent Australian Government Funded Roads and Community Infrastructure Grants, Council has set aside \$150,000 for this project.

This funding allows for a mixture of infrastructure including but not limited to:

- minimal dog park infrastructure
- dog agility equipment
- fencing
- water
- car parking
- additional landscaping for shade
- bins
- poo bags and dispensers

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

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.

Failure by Council to acknowledge the need for additional dog exercise areas may exasperate barking that occurs when dogs are under-exercised which may lead to less amenity for residents the city.

As Council will not be able to accommodate all issues raised via community consultation some residents may feel like they were not truly listened to through the process. Continual management of the park by Council will be required to ensure changes do not impact on the location negatively and Council mitigates where possible any unforeseen issues from the new usage of the park.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Currently the Maurice Terrace Park temporary off leash dog exercise area is designed as a “walk-up” dog exercise area to encourage people and their dogs to exercise and because the park is not designed for car parking. If parking is included in the improvements to the park, environmentally sustainable options will be preferred such as a “grass-cell” option.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.9
REPORT TITLE:	Marlow Lagoon Dog Park Update - August 2020
MEETING DATE:	Tuesday 1 September 2020
AUTHOR:	Director Lifestyle and Community, Amelia Vellar
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 update Council on community consultation options for the Marlow Lagoon Dog Park Improvements.

KEY MESSAGES

- Marlow Lagoon Dog Park is the only permanent 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.
- Due to the COVID-19 restrictions imposed by the Australian and Territory Governments the consultation process was suspended.
- There was a limited number of responses received from the online survey prior to suspension.
- The delivery of the project was scheduled for 2020/2021 subject to budget considerations this is still considered achievable.
- Council is still seeking further feedback from the community on the proposed improvements to the Marlow Lagoon Dog Park.
- With most restrictions now lifted, Council has recommenced the community consultation for Marlow Lagoon Dog Park with appropriate COVID-19 precautions in place.
- Given Marlow's Lagoon Dog Park is within a Regional open space area (encompassing a city-wide metropolitan catchment) a more extensive community consultation on improvements needs to be conducted.
- Community consultation will recommence on Monday 31 August until Monday 12 October 2020 using local company True North Strategic Communications to undertake an on-line and face-to-face consultation.
- A report on the outcomes of the consultation will be presented to Council.

RECOMMENDATION

1. THAT Report entitled Marlow Lagoon Dog Park Update - August 2020 be received and noted.

2. THAT Council receive and note the recommencement of community consultation to gauge the communities support for the 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 November 2020.

BACKGROUND

At the 2nd Ordinary Council Meeting of 21 April 2020 Council made the following decisions:

13.2.1 Marlow Lagoon Dog Park - Update April 2020

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.

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

13.2.2 Marlow Lagoon Dog Park Improvements

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.

Marlow Lagoon Dog Park is the only permanent pet park in the municipality and is highly valued by users.

Current Facility

The current facility comprises a large 'common' area for all dogs of approximately 32,000 square metres (3.2Ha) at the northern end of the Marlow Lagoon Reserve. Within the common area there is a grassed area with a dog agility course, a shaded BBQ area, several pathways, shaded trees, park bench seats and frontage to the lagoon. The facility is a fenced area sometimes used to separate dogs from one another. This area has no shade (trees or structures) or irrigated grass.



The Park has many features considered good practice such as its size (giving dogs room to roam), natural features including the lake, as well as agility fixtures and space for dog owners to engage in the area.



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 total cost of \$517,000. The report advised on the scalability of the improvements with works to be staged to match approved budgets and delivered over time.

It is important given the community value of this facility that appropriate and adequate consultation is undertaken to inform decisions. Local consultation company True North Strategic Communications were engaged to prepare a consultation strategy with the following methodology:

- *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.*

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

The online survey had commenced on 6 March 2020 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 2020 due to the uncertainty of the timeframe restrictions.

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.

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. Due to the COVID-19 restrictions imposed by the Australian and Territory Governments the consultation process was suspended.

DISCUSSION

Council is still seeking further feedback from the community on the proposed improvements to the Marlow Lagoon Dog Park. With most restrictions now lifted, Council has recommenced the community consultation for Marlow Lagoon Dog Park with appropriate COVID-19 precautions in place.

Marlow's Lagoon dog park is within a Regional open space area (encompassing a city-wide metropolitan catchment) and is the only current permanent dog park in Palmerston. As such, a more extensive community consultation on improvements needs to be conducted.

In response to initial community feedback about the dog park, Council engaged specialists to design a concept plan in line with Council's vision of 'A Place for People', while catering for the needs of people's canine companions.

The Concept Plan, designed by open space and animal behaviour specialists LMH Consulting/Paws4Play, is now available for community feedback. The elements included in the concept plan are not fixed and will be refined based on community feedback.

The Concept Plan includes options for zones and sensory elements to help manage dog behaviours and ensure all users can enjoy the park. Proposed elements include:

- A quiet and small dog area
- An education/agility circuit
- Landscaping and sensory areas
- An open run area
- Lake edge improvements
- General enhancements.

Council would like to hear the community's opinions on each of the elements of the Concept Plan, the importance and priority for each of the proposed improvements and any other feedback. The project can be developed in stages, with each stage able to be adjusted based on feedback and available funding.

Consultation on the Concept Plan will be open for six weeks, commencing Monday 31 August until Monday 12 October 2020, with several ways to provide feedback.

A survey will be available online at www.palmerston.nt.gov.au, there will be two community information sessions held at the dog park (details on Council's website) or people can call or email with their feedback.

Following the community consultation, a report on the outcomes of the consultation will be prepared for Council's consideration. The final Concept Plan will be subject to the community consultation outcomes.

A copy of Marlow Lagoon Dog Park Improvements Fact Sheet has been included as **Attachment 13.2.9.1** to this report which includes the proposed concept plan.

CONSULTATION PROCESS

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

- Rangers

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

- True North Strategic Communications

The Palmerston Animal Management Advisory Committee (PAMAC) will be consulted on the project at their next scheduled meeting.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Council has allocated \$130,000 in its approved budget. Works will be staged to meet allocated budget.

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.
- 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 Concept Plan has been developed by advisers who are expert in open space planning and dog behaviours. Consideration has been given to controls and risk mitigation measures for the various elements. For example, controlled use of space breakers and natural elements to ensure safety for small and large dogs, and dog owners.

Note that the Concept Plan is also subject to change given the intended community consultation.

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. Marlow Lagoon Dog Park Improvement Fact Sheet [13.2.9.1 - 2 pages]



CITY OF PALMERSTON

Marlow Lagoon Dog Park Improvements

city of
PALMERSTON
'A Place for People'

Feedback

You can provide feedback on the Marlow Lagoon Dog Park proposed improvements via:

- online survey www.palmerston.nt.gov.au
- information sessions at Marlow Lagoon Dog Park
- email: palmerston@palmerston.nt.gov.au
- phone: (08) 8935 9922

Consultation

The Marlow Lagoon Dog Park Consultation is open for six weeks, closing on Monday 12 October 2020.

Following the community consultation, a report on the outcomes of the consultation will be prepared for Council, to be considered by Council. The final Concept Plan will be subject to the community consultation outcomes.

city of
PALMERSTON
'A Place for People'

Following feedback from the community, the City of Palmerston has developed a Concept Plan for potential improvements to the Marlow Lagoon Dog Park.

The Concept Plan was developed after Council received a petition about creating a dedicated small dog area at the park.

The park already has a number of amenities available, including a large common area for all dogs, a dog agility course, a shaded BBQ area, pathways, shade trees, a smaller fenced area to separate dogs, park benches and lake frontage.

Suggested improvement works will ensure the park is designed in line with Council's vision of 'A Place for People', while catering for the needs of their canine companions.

The elements included in the Concept Plan are not fixed and will be refined based on community feedback.

Council would like the community's opinions on each of the elements of the Concept Plan, the importance and priority for each of the proposed improvements, suggestions and any other feedback.

Design

The Concept Plan, designed by open space and animal behaviour specialists LMH Consulting/ Paws4Play, includes options for zones and sensory elements to help manage dog behaviours and ensure all users can enjoy the park.

The design takes into consideration safety; separating activity areas and maintaining pedestrian access points. The dog park has been designed to:

- help disperse dog activity across the park
- help distract dogs from a continued focus on play with other dogs
- provide areas where dogs can retreat, or where owners can take elderly or timid dogs
- help distract dogs from activity at the entry/exits
- expose dogs to a range of sensory and educational environments.

Marlow Lagoon Dog Park

Proposed Concept Plan



Quiet and small dog area

A fully-fenced quiet area for small and other quiet/elderly dogs, which includes an existing shelter, additional trees, space breakers, rock-scape features, small water feature and seating.



Education/agility circuit

Relocating the existing education/agility circuit closer to the entrance but away from the main activity areas to allow for more formal dog training activities, with a small shelter, equipment storage and additional trees and shrubs to help training focus.



Landscaping and sensory areas

Landscaping to include a sensory area with rock insets to create climbable mounds, a possible digging pit and rock-scape area or dry creek bed, to create as many space breakers to separate dogs as possible.



Dry creek bed



Open run area

An open run-about area for ball play with additional trees, space breakers and seating.



Lake edge improvements

Using flat-topped rocks to stabilise the lake edge and minimise disturbance of the area by dogs entering and exiting the water, and installing a new shelter, seating and drinking fountain for both people and dogs.



New double gate entry



Sensory area



Dog digging pit



General enhancements

General enhancements to the area by extending current irrigated lawns so there is green grass year-round, more seating and shade trees, a fitness/walking loop pathway, landscaping at the entrance of the park and a new double-gated entry on a concrete pad with signage and bins.



14 INFORMATION AND CORRESPONDENCE

14.1 Information

14.2 Correspondence

15 REPORT OF DELEGATES

16 QUESTIONS BY MEMBERS

17 GENERAL BUSINESS

18 NEXT ORDINARY COUNCIL MEETING

THAT the next Ordinary Meeting of Council be held on Tuesday, 15 September 2020 at 5:30pm at Mother Teresa Catholic Primary School Chapel, 16 Ginger Road, Zuccoli.

19 CLOSURE OF MEETING TO PUBLIC

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

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

COUNCIL MEETING MINUTES

TUESDAY, 18 August 2020

CITY OF PALMERSTON

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 18 August 2020 at 5:30pm.

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
Director City Growth and Operations, Nadine Nilon
Manager Projects, Alex Douglas
Communications Support Officer, Ashlee Haslop
Communications Media and Marketing Lead, Samantha Abdic
Executive Support Officer, Ashlee Gaddes
Minute Secretary, Tree Malyan

GALLERY

ABC Reporter, Sowaibah Hanifle
1 Member of the Public

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

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

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Hale

Seconded: Alderman Lewis

THAT the leave of absence received from Alderman Hale for 19 August to 20 August 2020 and 25 August to 26 August 2020 inclusive be received and noted

CARRIED 9/1239– 18/08/2020

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil.

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

Initials: _____

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT the Minutes of the Council Meeting held on 4 August 2020 pages 10165 to 10171 be confirmed.

CARRIED 9/1240– 18/08/2020

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

Nil.

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

25.2.1 Regional Waste Management - Update August 2020

Moved: Alderman Hale
Seconded: Alderman Morrison

1. THAT Report entitled Regional Waste Management - Update August 2020 be received and noted.
2. THAT the Council Decision relating to Report entitled Regional Waste Management - Update August 2020 be moved to the 18 August 2020 Open Minutes.

CARRIED 9/1257 – 18/08/2020

Initials: _____

25.2.2 Review of Releasing and Retaining Confidential Matters - 22 January to 4 August 2020

Moved: Alderman Morrison
Seconded: Deputy Mayor Garden

1. THAT Report entitled Review of Releasing and Retaining Confidential Matters - 22 January to 4 August 2020 be received and noted and this decision be moved into the 18 August 2020 Open Minutes.
2. THAT the following nine Council Decisions be moved to the 18 August 2020 Open Minutes and this decision be moved into the 18 August 2020 Council Meeting minutes:

Meeting Date	Council Decision Number	Type	Title
24/04/2020	9/1095	General Business	Rates Rebate
5/5/2020	9/1115	Report	Confidential Risk Management and Audit Committee Meeting Minutes – 25 February 2020
5/5/2020	9/1116	Report	Update of Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden
2/6/2020	9/1155	Report	Draft Long-Term Financial Plan 2021-2030
2/6/2020	9/1156	Report	Draft Municipal Plan and Budget 2020/21
16/6/2020	9/1175	Presentation	Draft Central Palmerston Area Plan
16/6/2020	9/1176	Presentation	Integrated Homelessness Delivery including the New Batten Road Service
16/6/2020	9/1177	Report	Central Palmerston Area Plan
7/7/2020	9/1192	Report	Assignment of Lease Mosko's Market Café, Part of Lot 9608, Palmerston

CARRIED 9/1259 – 18/08/2020

Initials: _____

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2nd Ordinary Council Meeting

10.1.1 Rates Rebate

THAT the verbal update given by the Mayor and Chief Executive Officer on the Rates Rebate correspondence received by the Chief Ministers Office be received and noted.

CARRIED 9/1095 – 21/04/2020

10.1.2 Confidential Risk Management and Audit Committee Meeting Minutes – 25 February 2020

1. THAT Report entitled Confidential Risk Management and Audit Committee Meeting Minutes – 25 February 2020 be received and noted.
2. THAT Council receive and note the unconfirmed Confidential Risk Management and Audit Committee Minutes being Attachment 25.2.1.1 to Report entitled Confidential Risk Management and Audit Committee Meeting Minutes – 25 February 2020.

CARRIED 9/1115 – 05/05/2020

10.1.3 Update of Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden

1. THAT Report entitled Update of Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden be received and noted.
2. THAT Council approve an amendment to the general terms and conditions of the lease for the Youth Drop-In Centre, Lot 4201, 31 Tilston Avenue Moulden being that the lease offered to the Northern Territory Government is at a peppercorn rate of \$1 per annum exclusive of GST for a term of three years as detailed in Report entitled Lease of Part of Lot 4201, 31 Tilston Avenue, Moulden.

CARRIED 9/1116 – 05/05/2020

10.1.4 Draft Long-Term Financial Plan 2021-2030

1. THAT Report entitled Adoption of draft Long-Term Financial Plan 2021-2030 be received and noted.
2. THAT Council adopts the City of Palmerston draft Long Term Financial Plan 2021-2030 being the Attachment 25.2.1.1 for 28 days public consultation.

Initials: _____

Minute Book Page 10180
2nd Ordinary Council Meeting

10.1.4 Draft Long-Term Financial Plan 2021-2030 (continued)

3. THAT Council be presented with the City of Palmerston draft Long Term Financial Plan 2021-2030, inclusive of the feedback from the public consultation for adoption at the Ordinary Meeting on 21 July 2020.
4. THAT The decisions be moved into the Open Minutes following the Municipal Plan and Budget 2020/21 Media Briefing.

CARRIED 9/1155 - 02/06/2020

10.1.5 Draft Municipal Plan and Budget 2020/21

1. THAT Report entitled draft Municipal Plan and Budget 2020/21 be received and noted.
2. THAT Council adopts the City of Palmerston draft Municipal Plan and Budget 2020/21 being Attachment 25.2.2.1 for 28 days public consultation.
3. THAT Council be presented with the City of Palmerston draft Municipal Plan and Budget 2020/21, inclusive of the feedback from the public consultation for adoption at the Ordinary Meeting on 21 July 2020.
4. THAT these decisions be moved into the Open Minutes following the Municipal Plan and Budget 2020/21 Media Briefing.

CARRIED 9/1156 - 02/06/2020

10.1.6 Draft Central Palmerston Area Plan

THAT the confidential presentation by the Northern Territory Planning Commission be received and noted.

CARRIED 9/1175 - 16/06/2020

10.1.7 Integrated Homelessness Delivery including the New Batten Road Service

THAT the confidential presentation by the Department of Local Government, Housing and Community Development be received and noted.

CARRIED 9/1176 - 16/06/2020

Initials: _____

10.1.8 Central Palmerston Area Plan

1. THAT Report entitled Central Palmerston Area Plan be received and noted.
2. THAT Council accept the invitation to participate in and support as required Stage 2 of the Central Palmerston Area Plan development and make a submission on the draft Central Palmerston Area Plan as released for public consultation based on the following:
 - a. Council supports the principles and direction outlined in the Central Palmerston Area Plan,
 - b. further investigation occurs of options and strategies to increase pedestrian and cyclist access throughout the area plan boundaries, including in Yarrowonga between Roystonea Avenue and Stuart Highway to enhance permeability and realise Objective 4.4 of the Plan to “Establish a safe, connected and direct active transport network throughout Central Palmerston and to adjoining destinations”, and
 - c. further investigation of infrastructure requirements to support the area plan, including:
 - i. road network capabilities to support proposed infrastructure (ie shared paths, greening, bus stops),
 - ii. stormwater infrastructure capability, both for the existing network and to support increased development,
 - iii. Suitability and design of the installation of the Chung Wah Terrace/Temple Terrace intersection to reduce peak hour traffic congestion and improve active transport use, and
 - iv. power supply upgrades of the Palmerston or Archer sub-stations to ensure adequate power supply to the Central Palmerston area.
3. THAT Council reserves the opportunity to make a further submission where matters identified during the consultation period require a further statement of the Council’s position.

CARRIED 9/1177 – 16/06/2020

Initials: _____

10.1.9 Assignment of Lease Mosko's Market Café, Part of Lot 9608, Palmerston

1. THAT Report entitled Assignment of Lease of Mosko's Market Cafe, Part of Lot 9608, Palmerston be received and noted.
2. THAT Council approve the assignment of the lease of Mosko's Market, Part of Lot 9608, Palmerston from Mosman Group Pty Ltd to Territory Projects Pty Ltd for the balance of the current lease term ending 31 July 2020 with a two year option expiring 31 July 2022.
3. THAT the Council Decisions relating to Report entitled Assignment of Lease of Mosko's Market Cafe, Part of Lot 9608, Palmerston be moved to the Open Minutes after the successful assignment of the lease to Territory Projects Pty Ltd.

CARRIED 9/1192 - 07/07/2020

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Deputy Mayor Garden
Seconded: Alderman Morrison

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
25.1.1	8(c)(iii)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iii) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.
25.1.2	8(e)	This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act</i> and 8(e) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of,

Initials: _____

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2nd Ordinary Council Meeting

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

Initials: _____

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2nd Ordinary Council Meeting

8(c)(iii)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iii) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.
8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(c)(iv) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
8(d)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(d) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information subject to an obligation of confidentiality at law, or in equity.
8(e)	This item is considered 'Confidential' pursuant to Section 65(2) of the Local Government Act and 8(e) of the Local Government (Administration) Regulations, which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.

CARRIED 9/1241 – 18/08/2020

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials: _____

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Community Benefit Scheme August 2020 Update

Moved: Alderman Morrison
Seconded: Deputy Mayor Garden

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

CARRIED 9/1242 – 18/08/2020

13.1.2 SCALE Program - Update August 2020

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Report entitled SCALE Program - Update August 2020 be received and noted.

CARRIED 9/1243 – 18/08/2020

13.1.3 Financial Report for the Month of July 2020

Moved: Alderman Morrison
Seconded: Alderman Giesecke

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

CARRIED 9/1244 – 18/08/2020

13.2 Action Reports

13.2.1 Proposal for a Catch and Release Fishing Competition within the City of Palmerston Lakes

Moved: Alderman Morrison
Seconded: Alderman Hale

1. THAT Report entitled Proposal for a Catch and Release Fishing Competition within the City of Palmerston Lakes be received and noted.

Initials: _____

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2nd Ordinary Council Meeting

2. THAT Council approve the Palmerston Catch and Release Competition to be run from mid-September 2020 to June 2021 inclusive based on the information, terms and conditions of the competition outlined in the report entitled Proposal for a Catch and Release Fishing Competition within the City of Palmerston Lakes.
3. THAT Council receive a report to review the operation and participation in the Palmerston Catch and Release Competition at the 1st Ordinary Council Meeting to be held in February 2021.

CARRIED 9/1245 – 18/08/2020

13.2.2 Local Business Voucher Scheme

Moved: Alderman Morrison

Seconded: Alderman Hale

1. THAT Report entitled Local Business Voucher Scheme be received and noted.
2. THAT Council participate in the Local Business Voucher Scheme with a funding commitment of \$20,000 for round one \$20,000 for round two and \$20,000 for round three being funded from Council's reserves, noting that the Northern Territory Government will match funding and provide an additional top up of funding of \$50,000 for round two and \$50,000 for round three to make an overall program amount of \$220,000, with the following transactions being exempt:
 - Gift Vouchers
 - Alcohol
 - Tobacco and
 - Gambling
3. THAT pursuant to Section 32(2)(b) of the *Local Government Act 2008* Council hereby delegates to the Chief Executive Officer the power to negotiate and finalise the agreement for the City of Palmerston 'myPalmerston' Local Business Voucher Program and associated conditions and documents as outlined in Report entitled Local Business Voucher Scheme.

CARRIED 9/1246 – 18/08/2020

Initials: _____

13.2.3 Proposed Laneway Management Policy

Moved: Alderman Henderson

Seconded: Alderman Hale

1. THAT Report entitled Proposed Laneway Management Policy be received and noted.
2. THAT Council refer the draft Laneway Management Policy to a workshop to be held on Thursday 3 September 2020 with a report to Council on a final draft policy to be presented to the 2nd Ordinary Meeting in September 2020 for the purpose of community consultation.

CARRIED 9/1247- 18/08/2020

13.2.4 Risk Management and Audit Committee Open Minutes

Moved: Deputy Mayor Garden

Seconded: Alderman Henderson

1. THAT Report entitled Risk Management and Audit Committee Open Minutes be received and noted.
2. THAT Council receive and note the unconfirmed Risk Management & Audit Committee minutes provided as **Attachment 13.2.4.1** to Report entitled Risk Management and Audit Committee Meeting Minutes – 28 July 2020.
3. THAT Council endorse the recommendations from the Risk Management & Audit Committee meeting held on 28 July 2020:
 - a. The following items from Report Number 9RMA/0075:
 - THAT Report entitled Action Report – 28 July 2020 be received and noted.
 - THAT the complaints handling policies and procedures identified as part of the Strategic Risk Register update be presented to the Risk Management and Audit Committee in October 2020.
 - THAT the Risk Management and Audit Committee approves the removal of item RMA/0106 from the Action Plan – Outstanding Items as it is considered complete.
 - b. The following items from Report Number 9RMA/0076:
 - THAT Report entitled Review of Council Policy *FIN09 - Risk Management & Audit Committee* be received and noted.

Initials: _____

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- THAT draft FIN09 - Risk Management & Audit Committee Terms of Reference being **Attachment A** to Report entitled Review of Council Policy *FIN09 – Risk Management & Audit Committee* be presented to Council for adoption with the following amendments:
 - Principles 2 amend to include the Local Government Act 2019 section 87 (a), (b) and (c).
 - Amend 4.1.2 (g) to 4.1.3 entitled Review of Annual Report.
 - 4.1.2 (a) remove the word continuously.
 - 4.4.3 amend the required quorum from two to three, consisting of a minimum of one independent and two Elected Members.
 - 4.5.1 and 4.5.2 remove the word Council from Conflict of Interest and amend wording to reflect compliance to the Act.
- c. The following items from Report Number 9RMA/0077:
 - THAT Report entitled Asset Management Plan Update be received and noted.
 - THAT the Asset Management Plans presented in Report entitled Asset Management Plan Update being **Attachment A, B and C** are endorsed for finalisation and implementation.
 - THAT a report be provided to the Risk Management and Audit Committee on an annual basis, no later than August each year, to provide an update of the implementation and achievement of the performance measures, and improvements of the Asset Management Plans.
 - THAT a report be provided to the Risk Management and Audit Committee meeting in October 2020 providing a program for the preparation of Asset Management Plans for the remaining asset classes.
 - THAT the Asset Management Policy is reviewed and presented to the Risk Management and Audit Committee for comment in October 2020 prior to presentation to Council.
 - THAT the Asset Management Plans are considered as part of the development of future Council budgets and Long Term Financial Plan, including consideration of progressive increases of capital renewal budgets and reserves to progressively reduce the funding shortfall and increase the financial sustainability of Council assets with consideration of the impacts on the Council's risk profile.
 - THAT the Executive Summary portion of each Asset Management Plan, once finalised, is made available for the community to view through Council's website.
 - THAT the Committee congratulates the Director City Growth and Operations and their team for the quality of the Asset Management Plans.

CARRIED 9/1248 – 18/08/2020

Initials: _____

13.2.5 Review of Council Policy FIN09 Risk Management and Audit Committee Terms of Reference

Moved: Deputy Mayor Garden
Seconded: Alderman Henderson

1. THAT the Council Policy *FIN09 Risk Management and Audit Committee Terms of Reference* be tabled and replace **Attachment 13.2.5.2** to Report entitled *FIN09 - Risk Management and Audit Committee Terms of Reference*.
2. THAT Report entitled *Review of Council Policy FIN09 Risk Management and Audit Committee Terms of Reference* be received and noted.
3. THAT Council rescind Council Policy *FIN09 - Risk Management and Audit Committee* being **Attachment 13.2.5.1** to Report entitled *Review of Council Policy FIN09 Risk Management and Audit Committee Terms of Reference*.
4. THAT Council adopt draft *FIN09 - Risk Management and Audit Committee Terms of Reference* being **Attachment 13.2.5.2** to Report entitled *Review of Council Policy FIN09 - Risk Management & Audit Committee Terms of Reference* as a policy of Council.

CARRIED 9/1249 - 18/08/2020

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

Nil.

Initials: _____

16 QUESTIONS BY MEMBERS

16.1 Sanctuary Lakes Carpark Nighttime Closure

Moved: Alderman Hale
Seconded: Alderman Spick

THAT the question asked by Alderman Hale regarding Sanctuary Lakes Carpark Nighttime closure, and the response provided by the Chief Executive Officer be received and noted.

16.2 Delany Gwa Lighting Petition Update (Council Decision 9/1139)

Moved: Alderman Spick
Seconded: Alderman Hale

THAT the question asked by Alderman Spick regarding Delany Gwa Lighting Petition Update (Council Decision 9/1139), and the response provided by the Chief Executive Officer be received and noted.

CARRIED 9/1250 – 18/08/2020

17 GENERAL BUSINESS

Nil.

18 NEXT COUNCIL MEETING

Moved: Alderman Lewis
Seconded: Deputy Mayor Garden

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

CARRIED 9/1251 – 18/08/2020

Initials: _____

19 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Hale
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 9/1252 – 18/08/2020

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Moved: Alderman Hale
Seconded: Deputy Mayor Garden

THAT the meeting be adjourned for 10 minutes for media liaison.

CARRIED 9/1253 – 18/08/2020

The meeting adjourned at 6:22pm.

The Chair declared the meeting closed at 6:44 pm.

Chair

Print Name

Date

Initials: