

# AGENDA

## 1st Ordinary Council Meeting

### Tuesday 2 February 2021

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



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**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 19 January 2021 pages 10297 to 10307 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 - 2 February 2021  
**MEETING DATE:** Tuesday 2 February 2021  
**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 recent activities of the Mayor, on behalf of Council.

### KEY MESSAGES

- Advocating on behalf of Council with Australian and Northern Territory Government.
- Attendance at a variety of activities and services in Palmerston including:
  - Presentation of Citizen of Palmerston Awards at multiple Palmerston Primary Schools.
  - “No More” Community Activation Event
  - Indian Cultural Society’s “Diwali Dhamaka 2020” Event
- Attendance at TOPROC Meeting with the Chief Executive Officer.
- Celebrating the festive season in the City of Palmerston’s Christmas Wonderland in Goyder Square.
- Celebrating our Upstanding Community Members and Newest Australian Citizens at the City of Palmerston Australia Day Ceremony.

### RECOMMENDATION

THAT Report entitled Mayoral Update Report - 2 February 2021 be received and noted.

### DISCUSSION

#### Meetings with Federal and Northern Territory Ministers

The CEO and I had the opportunity to meet with the following members of the Federal and Northern Territory Parliament:

Hon. Eva Lawler  
Mr Mark Turner  
Ms Marie Clare-Boothby

to discuss current projects, funding opportunities, ongoing support, and community issues in Palmerston.

#### Presenting Citizen of Palmerston Award at Palmerston Primary School’s

Elected Members and I were invited to present the City of Palmerston Award to various Palmerston Primary School students across different suburbs. Council provides the sum of \$100 to all schools annually with the purpose being that the award is presented to exemplary students displaying all the traits of being community focused. Congratulations to all award winners.

## "No More" Community Activation Event

The "No More" Community Activation Event was held to raise awareness of issues around family violence. Momentum for the campaign began in 2006 and was started by Charlie King and encourages Men to act and be role models in their communities. The event was attended by Members of the Legislative Assembly, The Northern Territory Police Commissioner and included a panel discussion and the "No More" pledge was undertaken by attendees. I would like to thank Charlie King for the invitation and acknowledge his continued work and activism.

## Diwali Dhamaka 2020 – Indian Cultural Society

I was invited by the Indian Cultural Society Northern Territory to open their Diwali 2020 celebrations with an Acknowledgement of Country. Diwali is a celebration of new beginnings and the triumph of good over evil. The event was a colourful display of dance, food, and fun. I would like to thank the society for their invitation.

## TOPROC Attendance

The Chief Executive Officer and I attended the Top End Regional Organisation of Council's Meeting. The attendees are made up of six Local Government Council located in the Greater Darwin Region who are committed to securing a brighter future for the Top End. Issues discussed included Waste Management, Climate Change and Strategic Planning.

## City of Palmerston Winter Wonderland Festive Season Celebration

Due to COVID-19 restrictions, Council redesigned Christmas celebrations in Palmerston this year. Activities were held across multiple locations, including the Palmerston Swimming and Fitness Centre, Palmerston Library, Goyder Square and Frances Drive, as well as Pop-up Carollers at the various locations. Christmas in Palmerston featured a Winter Wonderland in Goyder Square, which was run over the week leading up to Christmas and included a train to take a tour through the Wonderland and some illuminating interactive lighting displays. It was wonderful to see the joy and wonderment on the faces of children and adults alike, after a challenging and unprecedented year. Elected Members and I would like to thank City of Palmerston staff for designing and presenting such a magical event.

## City of Palmerston Australia Day Awards and Citizenship Ceremony

Reflect. Respect. Celebrate.

26 new citizens were welcomed with a citizenship ceremony, official flag raising, and special performances by Crocodile Country and Northwind Didj Orchestra.

We also awarded our 2021 Palmerston Australia Day Award Winners:

- A special congratulations to Rebecca Forrest - Citizen of the Year, for her dedication to empower and inspire, working closely with Board of Life Education NT, anti-violence groups, and Professional Women Darwin.
- Paige Horrigan- Young Citizen of the Year, for being an incredibly driven and passionate volunteer as a part of the Palmerston Youth Media Team, 2020 NT Youth Round Table, and being actively involved in the Palmerston Pride Picnic.
- And Palmerston NAIDOC Committee for receiving Community Event of the Year for their work in delivering NAIDOC week activities for the Palmerston Community, providing over 600 community members with a range of cultural activities celebrating history, culture, and achievements of Aboriginal and Torres Strait Islanders within our community

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

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

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

There are no 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 2008* 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)(iv) This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and <i>8(c)(iv) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.
23.1	8(e) This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and <i>8(e) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential.

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



## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Playground Renewal and Play Space Strategy Update
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Urban/Environment Planner, Damien Scalora
<b>APPROVER:</b>	Director City Growth and Operations, Nadine Nilon

### COMMUNITY PLAN

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

### PURPOSE

This report provides an overview of upcoming projects involving playground improvements and the development of a Play Space Strategy in Palmerston.

### KEY MESSAGES

- A Play Space Strategy for Palmerston is being developed, seeking a strategic, equitable and sustainable approach to playground works.
- The strategy will ensure play opportunities support the development needs of children in Palmerston, supporting the future well-being of the community.
- Playground infrastructure that was destroyed last year in Joan Fejo Park and George Park, are scheduled to be replaced with tenders recently closing.
- Joan Fejo Park will integrate an accessible/inclusive play option
- Refurbishment of the playgrounds in Tiverton Park and Phyllis Uren Park are to be undertaken, with concept drawings designed to maximise and evolve play opportunities in the spaces.
- Tiverton Park concept drawings were developed through engagement with students from Moulden Park Primary School and presented to the school in December.

### RECOMMENDATION

THAT Report entitled Playground Renewal and Play Space Strategy Update be received and noted.

### BACKGROUND

Palmerston is positioned as 'A Place for People' and the family city of the Northern Territory, home to a relatively young demographic. Given the high proportion of young families, the importance of planning around playgrounds is elevated. It also highlights the opportunity in local public spaces to evolve the way Council delivers innovative, functional and accessible play options for children. This report provides an update to Council on current activities set to enhance the delivery of playground improvements within Palmerston and includes the replacement of recently destroyed playground infrastructure. There are several key playground projects being undertaken.

## Palmerston Play Space Strategy

A Play Space Strategy for Palmerston has commenced to deliver a coordinated and robust approach to playground planning, ensuring that play experiences best support the development needs of children in Palmerston.

### Vandalised Playgrounds

In August 2020, playground infrastructure in three of Council's parks was targeted by vandals with fire impacting playground equipment and infrastructure at the following:

1. Hobart Park, Johnston
2. Joan Fejo Park, Rosebery
3. George Park, Johnston

### Capital Playground Upgrade Program

Playground improvement works for 2020/21 are programmed at two Parks:

1. Tiverton Park, Moulden
2. Phyllis Uren Park, Farrar

The following discussion expands upon projects identified above and demonstrates the continued focus towards ensuring our playground spaces deliver on the well-being needs of the community.

## DISCUSSION

### Palmerston Play Space Strategy

Palmerston is home to 60 sites containing playgrounds across the local government area, activating parks across the open space network. These sites can contain multiple playgrounds supporting different ages, offer unique play experiences and often complement other recreational uses and amenity. Currently, Palmerston has three regional parks that sit atop a hierarchy of park classifications that also includes major and local parks. Classifying these open space types guides decisions on infrastructure; and may be dependent upon factors such as the size of the catchment, size of the space and the kind of setting and experiences they offer.

Play spaces provide for a range of every-day play needs for children and offer play opportunities otherwise not available. Play and recreation is significant for a child's physical, social, cognitive, creative and emotional development. Play spaces provide children in the community the opportunity to engage with other children, be active and adapt to new skills and surrounds. Play assists children in developing qualities necessary for adulthood, including problem solving, self-awareness, creativity, resilience, spatial knowledge and the ability to deal with change. Investment in quality play environments therefore represents not only an investment in physical infrastructure, but in the future of the Palmerston community.

Beyond children as the primary users, these spaces play a key role in maintain the social fabric of Palmerston, facilitating new, frequent, and informal social interactions between residents. The parks and play spaces contribute to a sense of community connectedness, appreciation of the natural environment and promote physical activity. With such benefits for the both the users and wider

community, play spaces across local governments have evolved over the years to realise more innovative means of play. Often discussed is this idea of 'reimagining play', looking beyond traditional playground infrastructure which while providing physical opportunities for play, may not provide for the full spectrum of children's development needs.

The Palmerston Play Space Strategy will seek to address this spectrum of development needs. It will do this by providing direction for the planning, improvement, and development of play spaces in the community. This direction is provided to best inform outcomes given the economic pressures present when balancing the planning and design of these assets, with the maintenance of equipment and changing needs of the community. The reference to 'Play Space', reflects the intent to consider more than just the infrastructure, but wider contributing factors to good design and community play outcomes.

The strategy will establish a framework to consider playgrounds as part of a network and encourage a diverse system of playgrounds within parks. This diverse system involves consideration of the wide development needs of children, being cognitive, physical, social, emotional, and sensory and provides play experiences supporting this spectrum of needs. Given the breadth of these needs, there are difficulties in capturing all the needs within singular spaces. Therefore, the strategy will look to promote complementary play experiences across the network of spaces, offering the ability of children to connect to unique experiences across Palmerston.

Recommendations under the strategy are envisioned address the development needs of children through future playground improvements and promote opportunities to deliver these outcomes in the future playground capital works programs. These issues and opportunities will be realised through the project but as an example, they may centre on concepts such as the limited opportunities for creative and imaginative play.

Community consultation and engagement will be integral in the strategy's development, seeking to understand barriers to community use, localised opportunities and how everyday users of these spaces believe they may be improved. The project also involves building upon previous audits of existing play grounds to assess current gaps and opportunities. Important design factors such as the shading of play spaces will be assessed, and will consolidate with other key project tasks to inform recommendations. The final Play Space Strategy will be supplemented by Planning and Design Standards, and an Implementation Plan. Ultimately, outcomes will promote more user-friendly spaces through high level design principles and encourage diverse play spaces, equally accessible across Palmerston.

Development of this strategy will be completed in collaboration with consultant/s and the community through consultation. The project formally commenced this month, with community consultation to occur over March and April, and a draft strategy to review in May.

#### **Vandalised Playgrounds**

Joan Fejo Park in Rosebery and George Park in Johnston were destroyed by fire in late 2019, requiring significant replacement of equipment and infrastructure. In replacing the playgrounds, design outcomes will promote play experiences that maximise the space and provide diverse play options. The design options provided to Council will consider both the replacement of equipment with 'like for like' options as well as 'value added' options and consider improved shading.

The tender submission period for all vandalised playground works is open with a contract scheduled to be awarded soon and works to occur in May 2021. Further details on each playground are included below.

### Joan Fejo Park

Previous equipment catered for an age range of 0-5 years, which under the 'value add' tender option could be extended to cover an age range of 0-10 years. Enhancing shade was also prioritised to better support play opportunities. The intent being to deliver optimal shade year-round during high use hours.

Joan Fejo includes an additional accessible play option of approximately \$50,000, funded by the Local Roads and Community Infrastructure (LRCI) program. Utilising this funding will allow proposals to incorporate universal play equipment to better support inclusive play experiences in Palmerston. Such an outcome in a key public space is significant in supporting children of all abilities to play and participate in play. Providing a play solution for all makes it possible for all children to interact, with benefits for everyone from play together. Kopman Play Institute (2020) point to studies that show that children with disabilities who play with typically developing children grow and develop their understanding of their own abilities and strength, gaining positive self-image. For typically developing children, direct contact with peers with disabilities has positive effect on their empathy and tolerance.

### George Park

Two play zones are to be replaced within George Park, with equipment previously catering for 5–15-year-olds. Again, shade structure replacement will enhance opportunities to play, supporting equipment like play towers and climbing activities.

### Hobart Park

Damage in Hobart Park was minor relative to the other two vandalised parks discussed above. Damaged infrastructure was able to be replaced immediately after the event, however there was some damage to the shade structure which is scheduled to be replaced within the next quarter.

### Capital Playground Upgrade Program

Tiverton and Phyllis Uren Park playgrounds were initially scheduled for 2019/20, with tenders in May 2020 not being awarded. Concept drawings for these spaces have since been designed by a local landscape architecture firm to ensure they were meeting the required objectives and community outcomes. Development of these concepts provides a holistic design outcome that enhances integration of new equipment into the surrounding area. Works on the successful tender designs are to be completed prior to the end of the current financial year.

### Tiverton Park

Community aspirations are to see the park as a family friendly, functional site that addresses the needs of a growing population of varying ages and abilities. In 2019, Moulden Park Primary School made a submission to Council requesting a playground upgrade. Through further consultation, a year 3 class also created a presentation, discussing the importance of the local playground upgrade and sharing their views on what makes a good playground. Engagement activities undertaken empowered students to

inform future design outcomes at the Park. Students themselves identified the importance on a playground designed for a wide age groups, outlining benefits for parents and grandparents to socialise.



The right image above is of the existing space at Tiverton. The adjoining left image shows one engagement activity in which with students were asked to select their preferred equipment with allocated budget amounts. This built on their initial desires for the playground, framing it closer to realistic decision-making processes. Through this participatory activity the concept design was able to draw on the desires of a key user group, whilst also allowing students to point to their design influence when using these spaces in the future.

Students selected items such as spin/balance poles, multi-layer climbing nets, and balance bridges. The design image below demonstrates incorporation of the equipment. It also illustrates greater use of space from that previously at Tiverton. The concept design (pictured below) support discussions through consultation which sought to appeal to wider age brackets. Equipment provides for greater range of users, and better encourages interaction between these users. The result is three play zones integrated within the site, and strengthening supporting recreational uses like the basketball court and BBQ area.

The design includes reuse of a large amount of sand softfall areas, with some new sand and rubber softfall areas. This has occurred within the design to assist with costs; however, the tender will ensure consideration of the entire area (excluding the flying fox) with rubber softfall to understand potential options to minimise the use of sand.

The students involved in the initial consultation were presented with the drawings in December 2020 by the Mayor, Alderman Morrison, and staff. The students were excited by the drawings and were proud to see what their input had delivered and are looking forward to works commencing in 2021.





### Phyllis Uren Park

While of smaller scale than Tiverton Park, designs will similarly maximise the play space available and provide wider play options. The redesign will realise opportunities for nature-based play, integrating play equipment with the surrounding landscape. Nature-based play promoted as part of this tender supports the concept of more creative and imaginative play, promoting intellectual and cognitive elements of play both of which are key development needs in children's play.

The existing shade structure will provide protection over larger play equipment, while surrounding trees support the nature-based play areas. The below image is of the existing play space at Phyllis Uren Park, future designs seek to maximise the available space, utilising existing seating shelters to supervise wider play opportunities.



The below image provides the concept drawing developed for the Phyllis Uren Park illustrating the nature-based play integration, opportunities for wider play and recreational opportunities. The concept demonstrates how the space will be maximised and the integration with the existing landscape.



### **CONSULTATION PROCESS**

As discussed within this report, in delivering the Play Space Strategy, a key stage will be Community Consultation. Engagement will support understanding the community use, barriers to access and areas for improvement.

The community will be informed of the construction works on the vandalised and upgraded playgrounds prior to commencement.

### **POLICY IMPLICATIONS**

There are no policy implications for this report.

### **BUDGET AND RESOURCE IMPLICATIONS**

All works will be funded from existing programs. The total combined program budget for Parks is \$712,751

The Play Space Strategy once developed will guide decisions on future Playground Capital Works programs.

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The Play Space Strategy, once adopted, will be a high-level document that supports strategic approaches to future playground improvements. This will minimise risks of not meeting the needs of the community.

Without the strategy, there is a risk of reduced effectiveness in playground delivery.

As has occurred with the vandalised playgrounds, there is the risk of future vandalism. However, the intent of playgrounds is to activate space for the community, reducing the risk of anti-social behaviour, including vandalism.

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.

**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

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Catch and Release Fishing Competition Update February 2021
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Communications Manager, Christine Joyce
<b>APPROVER:</b>	Deputy Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

#### PURPOSE

This report provides an update to Council on the Catch and Release Fishing Competition also titled 'Hooked on Palmerston'.

#### KEY MESSAGES

- Recreational fishing is a major pastime within the Top End region and this project is aimed at encouraging and informing the next generation of fishers.
- The lakes within Palmerston provide a positive benefit to the amenity of their neighbourhoods and recreational fishing is an activity that can include all members of the family.
- Since the competition launched on Thursday 24 September 2020, 1800 people have registered for Hooked on Palmerston and 72 catches have been submitted.
- A total of \$2,840 worth of vouchers to spend at local Palmerston businesses have been provided to winners.
- The program has activated Palmerston's lakes and provided a free, family-friendly activity that aligns with Council's community wellbeing outcomes.
- The competition is open to the public, and not restricted to residents of Palmerston.
- The Department of Primary Industry & Resources (DPIR) have advised that it is currently too early to determine if Barramundi will be available for tagging in 2021.
- The format of any potential future competitions will need to consider the advice given from DPIR in early March 2021 regarding fish stock quantity and release dates, should the availability of fish be favourable.
- Hooked on Palmerston will end on 30 June 2021.

#### RECOMMENDATION

THAT Report entitled Catch and Release Fishing Competition Update February 2021 be received and noted.

#### BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting of 21 July 2020 Council made the following decision:

*Palmerston Lakes – Catch and Release Fishing Competition*

*THAT a report be prepared for the second ordinary meeting in August 2020, outlining a proposal for a Catch and Release Fishing Competition within the City of Palmerston lakes to promote lifestyle, well-being, and health of our community.*

*CARRIED 9/1203 - 21/07/2020*

At the 2<sup>nd</sup> Ordinary Council Meeting of 18 August 2020 Council made the following decision:

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

1. *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.*
2. *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*

## DISCUSSION

Recreational fishing is a major pastime within the Top End region and this project is aimed at encouraging and informing the next generation of fishers. The lakes within Palmerston provide a positive benefit to the amenity of their neighbourhoods and recreational fishing is an activity that can include all members of the family.

The Hooked on Palmerston Catch and Release Fishing Competition's goal is to improve awareness of the lakes, encourage family outdoor activities and promote responsible fishing practices.

Since the competition launched on Thursday 24 September 2020, 1800 people have registered, and 72 catches have been submitted.

### Promotion:

The Hooked on Palmerston Catch and Release Fishing Competition has been an effective way to educate locals and those in the wider Darwin area about Palmerston's lakes. It has provided an opportunity for Council to promote the City, its environmental assets and liveability.

Since launching in September 2020, over 26,000 people in the Northern Territory have seen Hooked on Palmerston content on Facebook. This includes either the promotional video, winner videos or static photographic posts of the winning catches. The television commercial is running on Channel 9 Darwin in the school holidays timeslots and has been aired 669 times to date. One of Council's most popular pages, the Hooked on Palmerston webpage has received 4,818 page views.

Local media has been engaged through radio segments on Territory FM and mentions from Mix 104.9 and ABC Darwin. Articles have been published both in print and online by the NT News reaching an audience of over 11,000. Ongoing monthly paid print ads promoting the winners are also placed into the NT News, further promoting the competition.



Sol Healy-Morrison and Alderman Lucy Morrison on a barramundi hunt. Picture Glenn Campbell

## 1000 HOOKED ON BARRA COMP

### DENISE CAHILL

FORTY-FOUR barramundi have been caught and released at Marlow Lagoon, Durack Lakes and Sanctuary Lakes as part of the City of Palmerston's recreational catch and release barra competition.

Mayor Athina Pascoe-Bell said the competition had given families

a fun and engaging outdoor activity. "It is fantastic to see so many families spending quality time together and enjoying our beautiful lakes here in Palmerston," Ms Pascoe-Bell said.

The competition, which has 1000 entrants already, runs until June 30 and is open to all ages.

There are multiple ways to win,

including a draw for tagged and non-tagged fish. September winners Ayden Puckett, Brian Moore, Manap Lay, and Ryan Jackson received a voucher to spend locally. Many winners opted to shop at BCF Palmerston, eager to buy further fishing supplies.

Hooked on Palmerston details are at [palmerston.nt.gov.au](http://palmerston.nt.gov.au)

Image: NT News feature following Council Media Release 3 November 2020

**HOOKED ON PALMERSTON**

**CATCH AND RELEASE BARRA COMPETITION**

WIN A SHARE OF OVER \$10,000 IN VOUCHERS TO SPEND AT LOCAL BUSINESSES

RUNS 24 SEPT 20 - 30 JUNE 21

- SANCTUARY LAKES
- DURACK LAKES
- MARLOW LAGOON

city of PALMERSTON  
A Place for People

BRIAN MOORE

MANAP LAY

### SEPTEMBER WINNERS

**TAGGED FISH**

**Aden Puckett**  
12 years and under  
Caught and released in Durack Lakes

**Brian Moore**  
13-17 years  
Caught and released in Durack Lakes

**Manap Lay**  
18 years plus  
Caught and released in Sanctuary Lakes

**UNTAGGED FISH**

**Ryan Jackson**  
13-17 years  
Caught and released in Marlow Lagoon

► **SUBMIT YOUR CATCH**

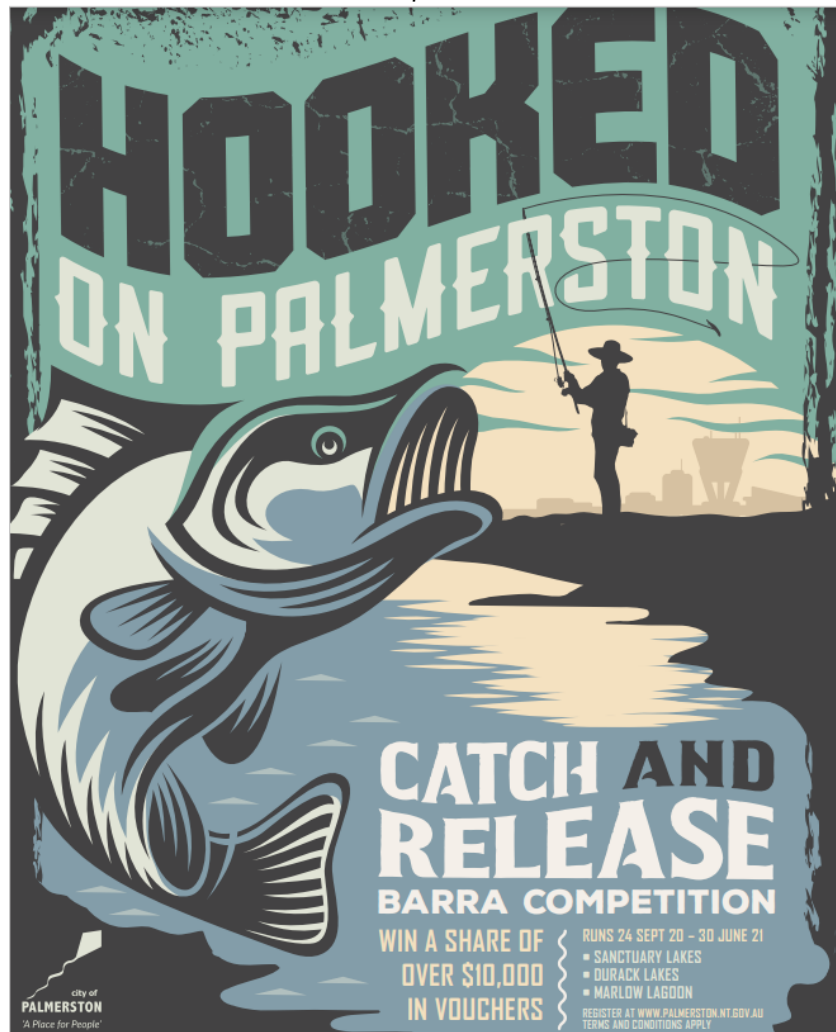
at [palmerston.nt.gov.au](http://palmerston.nt.gov.au) with photos of:

- You with your catch
- The size of the fish (using a suitable measuring device with the measurements clearly visible)
- The tag number if your fish is tagged

Image: NT News half page monthly winners.



*Image: The Hooked on Palmerston commercial was promoted on social media and is running on Channel 9*



*Image: NT News full page advertisement.*



## Winners:

### September 2020

Name	Category	Prize Value
Manap Lay	18 plus Tagged	\$150
Brian Moore	13 - 17 -Tagged	\$150
Ryan Jackson	13 - 17 Non-Tagged	\$100
Aden Puckett	12 years Tagged	\$150



*Image: Manap Lay, winner of the September tagged barramundi 18 years plus category*

### October 2020

Name	Category	Prize Value
Reece Prior	18 plus Tagged	\$150
Clancy Court	18 plus Non-Tagged	\$100
Jordan McCann	13 - 17 -Tagged	\$150
Emily Holden	18 Years Rego Draw	\$90
James Karklin	13 - 17 Years Rego Draw	\$90
Bodene Fluri	12 Years Rego Draw	\$90

*Image: Reece Prior, winner of the October tagged barramundi 18 years plus category.*



## November 2020

Name	Category	Prize Value
Joshua Wilde-Djumadi	13 to 17 years Non-Tagged Barra	\$100
Denham Crocker	13 to 17 years Tagged Barra	\$150
Rory O'Driscoll	18 years plus Tagged Barra	\$150
Grant Barnwell	18 years plus Non-Tagged Barra	\$100
Brett Whitehead	18 years plus Non-Tagged Barra	\$100



*Image: Rory O'Driscoll, winner of the November tagged barramundi 18 years plus category*

## December 2020

Name	Category	Value
Julian Towel	Non Tagged Barramundi 12 years under	\$100
Jacob Boustead	Non Tagged Barramundi 13 - 17 years	\$100
Benny Rylander	Non Tagged Barramundi 18 years plus	\$100
Tom Rinkin	Tagged Barramundi 12 years under	\$150
Dwight Simes	Tagged Barramundi 13 - 17 years	\$150
Lucas McPhail	Tagged Barramundi 18 years plus	\$150
Christopher Hatchman	Registration Draw 12 years and Under	\$90
Hector Maclean	Registration Draw 13 - 17 years	\$90
Jack Muirhead	Registration Draw 18 years plus	\$90



*Image: Tom Rinkin, winner of the December tagged barramundi  
12 years and under category with family*

### Statistics

Date	Sep Totals	Oct Totals	Nov Totals	Dec Totals	Jan Totals (as at 22.1.21)
<b>New Registrations</b>					
12 years and Under	179	147	32	65	<u>141</u>
13 to 17 years	56	60	15	34	48
18 years plus	307	250	59	153	254
Monthly Registrations	542	457	106	252	<u>443</u>
<b>Total Competition Registrations</b>					<b>1800</b>
<b>Monthly Catch Statistics</b>					
<b>Tagged Barra</b>					
12 years and Under	1	0	0	1	0
13 to 17 years	4	3	4	1	2
18 years plus	15	18	4	3	2
<b>Non-Tagged Barra</b>					
12 years and Under	0	0	1	1	1
13 to 17 years	1	0	2	1	1
18 years plus	0	2	2	2	0
<b>Total Caught per month</b>	21	23	13	9	6
<b>Total Caught over Competition</b>					<b>72</b>

### Future Competitions:

As the Barramundi within the lakes can migrate to other downstream lakes or out to the sea during the Wet Season, there is a perceived need to consider the release of additional tagged fish over time. The Department of Primary Industry & Resources (DPIR) have advised that it is currently too early to determine if Barramundi will be available for tagging in 2021. The format of any potential future

competitions will need to consider the advice given from DPIR in early March 2021 regarding fish stock quantity and release dates, should the availability of fish be favourable.

The availability of fish can vary each year depending on the holding tank/s and other requirements. In the event tagged fish are unavailable for release, potential format changes could include, increasing the prize value of tagged catches and awarding automatic winners rather than monthly prize draws.

## **CONSULTATION PROCESS**

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

- Community Services Lead
- Community Development Lead

The following organisations were consulted in preparing this report:

- Department of Primary Industry & Resources (Darwin Aquaculture Centre)

## **POLICY IMPLICATIONS**

There are no policy implications for this report.

## **BUDGET AND RESOURCE IMPLICATIONS**

There are no budget or resource implications for this report.

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

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.

The competition has been found to be a relatively low-cost initiative to encourage community wellbeing, improve social outcomes and promote environmental sustainability outcomes in Palmerston.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Whilst there are no direct environment sustainability implications for this report the intent of the competition is around awareness of the lakes and the functions they perform as well as the broader understanding of catch and release fishing. Council is working with the Department of Primary Industry & Resources to ensure fish stocking of lakes is at an optimal level.

## **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

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Lighting Up Palmerston
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Communications Manager, Christine Joyce
<b>APPROVER:</b>	Deputy Chief Executive Officer, Amelia Vellar

### COMMUNITY PLAN

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

### PURPOSE

This report seeks Council approval for implementation of a new *Lighting Up Palmerston Policy*.

### KEY MESSAGES

- Council has received requests from the community to light up (usually in a coloured wash) various Council infrastructure assets to promote an event or cause.
- Requests are regularly received to light up the Palmerston Water Tower.
- The Lighting Up Palmerston Policy outlines the eligibility criteria that will apply to applicants and enables Council to work with the community in promoting the events and causes that matter to the people of Palmerston.
- The *Lighting Up Palmerston Policy* covers City of Palmerston's current lit infrastructure as well as any new infrastructure that is built in the future.

### RECOMMENDATION

1. THAT Report entitled Lighting Up Palmerston be received and noted.
2. THAT Council adopts the *Lighting Up Palmerston Policy*, being **Attachment 13.2.3.1**.

### BACKGROUND

City of Palmerston has a number of assets that have the ability to be lit up at night creating vibrancy in particular in our Central Business District. This lighting can highlight special events, causes and days of significance in our community. These assets currently only include the Palmerston Water Tower. There is a colourful light-emitting diode (LED) light pole on the Frances Drive that can be programmed. There are also coloured LED's at Memorial Park, but these will only be varied in consultation with RSL Palmerston. The Palmerston Recreation Centre and Palmerston Library are programmed to receive external lighting upgrades so will have the ability to be lit in the future.

Palmerston Council assets create city landmarks and Council often receives requests from the public to light up particularly the Palmerston Water Tower. To maintain the unique nature of any lighting feature, the frequency of lighting will be strategically timed to ensure the impact is not unduly diminished.

This new Policy outlines Council's commitment to engage with the community through assisting in the promotion of special events and causes that matter to the people living in Palmerston.

## **DISCUSSION**

To date City of Palmerston has had no policy regarding special lighting of assets but as more assets are fitted with feature LED lighting such as policy would meet community expectations. This Policy is required to clearly define relevant delegation and intent to the community. This Policy is based on the terms and conditions outlined across other Australian States and Territories where the activation of lighting Council assets is well received by the community.

Some key features of the policy include:

- Eligible requests for consideration would be in honour of significant local and regional events, historic events, and extraordinary events/occurrences of City, State and National or International significance;
- Lighting will not be considered for commercial entities or personal occasions;
- Requests for illumination to commemorate or honour an individual will not be eligible and would be only permitted by exception;
- Any annual events must be applied for and assessed each year; there will not be automatic renewals;
- Requests will be responded to on a first-come, first-served basis;
- Duration would typically be for a day, lasting up to a week if applicable.

To implement the Policy, an online request form will be created and made accessible on the City of Palmerston's website.

All applications are subject to availability and the joint approval from the Mayor and the Chief Executive Officer.

## **CONSULTATION PROCESS**

This policy does not require community consultation. Council policies can be amended as required.

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

- Community Development Officer- Art and Culture.

## **POLICY IMPLICATIONS**

If endorsed, this Policy will become a Policy of Council.

## **BUDGET AND RESOURCE IMPLICATIONS**

Any extraordinary costs in relation to lighting requests will need to be covered by the organisation making the booking. The City Growth and Operations team will be responsible for actioning the lighting requests which may include outsourcing to a contractor. The Communications team will be responsible for arranging a social media post to promote the event or cause where content availability allows.

## **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.

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

Context: Engagement and communication with stakeholders (internal and external to the Council).

The abovementioned risks are addressed through the implementation of this new Policy. As technology evolves, Council is committed to engaging with the community to reflect their changing needs.

## **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There will be an increase in electricity usage however, Council has installed LED lighting which is energy efficient.

## **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. Lighting Up Palmerston Policy [13.2.1.1 - 2 pages]



# POLICY

Name:	Lighting Up Palmerston		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Lifestyle and Community		
Approval Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	

## 1 PURPOSE

The purpose of this policy is to enable requests for lighting be activated on City of Palmerston's infrastructure assets to highlight a special event or cause.

## 2 PRINCIPLES

City of Palmerston has the ability to light up infrastructure at night to create vibrancy in our CBD as well as highlight special events and causes in our community.

This Policy applies to City of Palmerston's current infrastructure at the time of endorsement by Council, as well as any new Council facilities into the future.

## 3 DEFINITIONS

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

Term	Definition
Elected Members	All Elected officials including the Mayor
Eligibility criteria	The standards by which the applicant must meet in order to be eligible
Conditions	The conditions that apply to all applications received

## 4 POLICY STATEMENT

### 4.1 Eligibility criteria

- 4.1.1 Lighting of Council assets will only be considered in honour of significant local and regional events, historic events, and extraordinary events/occurrences of City, Territory, and National or International significance.
- 4.1.2 Lighting will not be considered for commercial entities or personal occasions.
- 4.1.3 Requests for illumination to commemorate or honour an individual will not be eligible and would only be permitted by exception.
- 4.1.4 Any annual events must be applied for and assessed each year; there will not be automatic renewals.
- 4.1.5 Requests will be subject to availability and responded to on a first-come, first-served basis.
- 4.1.6 Duration would typically be for a day, lasting up to a week if applicable.
- 4.1.7 The event or awareness campaign must have a community benefit that aligns with outcomes in the Community Plan.
- 4.1.8 To be eligible for consideration as a not-for-profit organisation, the organisation must provide a Registered Charity or Not-For-Profit Certificate from an Australian government charity and not-for-profit register.
- 4.1.9 Applications will not be considered for individuals for their own purposes.



## POLICY

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- 4.1.10 All applications are subject to availability and the joint approval of the Chief Executive Officer and Mayor.

### 5 ASSOCIATED DOCUMENTS

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- 5.1 Terms and Conditions apply and are available on Council's website.

### 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 Community Plan

## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Certification of Rates Concession
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Senior Rates Officer, Shelley Binnie
<b>APPROVER:</b>	Director Organisational Services, Silke Maynard

### COMMUNITY PLAN

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 endorsement for the certification of concessions offered under Policy *FIN17(a) Public Benefit Concessions Policy for Commercial Ratepayers*.

### KEY MESSAGES

- In May 2020, Council resolved to adopt Policy *FIN17(a) Public Benefit Concessions Policy for Commercial Ratepayers*, as prerequisite for receiving funding from the Northern Territory Government (NTG) under the Special Community Assistance and Local Employment (SCALE) Program.
- A total of eight applications have been received – seven from commercial ratepayers and one from an industrial ratepayer.
- Rate concessions totalling \$28,268.58 have been granted to eight (8) ratepayers.
- Refund of concessions under the Northern Territory Government Commercial Rates Replenishment Program 2020-21 requires the certification of concessions to be laid before Council.
- Certification was due by 31 January 2021, with an extension for presentation to Council granted to February 2021.

### RECOMMENDATION

1. THAT Report entitled Certification of Rates Concession be received and noted.
2. THAT Council endorse the Certification of Rates Concession provided to eligible commercial/industrial ratepayers in 2019/20 and 2020/21 as presented at **Attachment 13.2.2.2** to report entitled Certification of Rates Concession

### BACKGROUND

At the 2<sup>nd</sup> Ordinary Council Meeting of 19 May 2020, Council resolved to accept the NTG SCALE Grant Offer 2019-20.

*Special Community Assistance and Local Employment Grant Offer 2019-20*

1. THAT Report entitled *Special Community Assistance and Local Employment Grant Offer 2019-20* be received and noted.
2. THAT Council adopt FIN17(a) *Public Benefit Concessions Policy for Commercial Ratepayers* being **Attachment 13.2.3.2** to Report entitled *Special Community Assistance and Local Employment Grant Offer 2019-20* and that the policy be reviewed by 30 December 2020.
3. THAT Council accepts the Northern Territory Government *Special Community Assistance and Local Employment Grant Offer 2019-20* of \$743,700 as described in Report entitled *Special Community Assistance and Local Employment Grant Offer 2019-20*.
4. THAT Council provide additional funding of \$256,300 to the Northern Territory Government *Special Community Assistance and Local Employment Grant Offer* to deliver a total of \$1 million of projects as part of Council's COVID-19 response in supporting the community and businesses and that this funding be drawn from the Working Capital Reserve.
5. THAT Council approve the following projects to be delivered under the *Special Community Assistance and Local Employment Grant Offer* partnership with Northern Territory Government:

<i>Project</i>	<i>Estimated Cost</i>
Temple Terrace Landscape Upgrading Moulden/Woodroffe	\$250,000
Urban Forrest - Tree Planting	\$125,000
Environmental Water Quality - Lake Aerators	\$120,000
Anytime Contactless Library	\$150,000
Recreation Centre Renewals	\$155,000
Dark Spot - Upgrade Public Lighting	\$150,000
Library - Music Recording Studio and Live Stream Storytime Technology	\$50,000
<b>Total</b>	<b>\$1,000,000</b>

**CARRIED 9/1125 - 19/05/2020**

## DISCUSSION

The NTG in liaison with the local government sector developed a policy designed to ensure a consistent approach by Councils for commercial/industrial ratepayers experiencing financial hardship due to COVID-19. At the 2<sup>nd</sup> Ordinary Council Meeting of 19 May 2020, Council adopted Policy FIN17(a) *Public Benefits Concessions Policy for Commercial Ratepayers*. Implementing this policy has enabled Council to request replenishment funding for the concessions given under the Commercial Rates Replenishment Program 2020-21. This funding was originally only available until the 31 December 2020. However, the funding has been extended to 30 June 2021 given further support to commercial ratepayers.

The Department of The Chief Minister and Cabinet (The Department) has requested in writing (see **Attachment 13.2.2.1**) certification of the concessions up to 31 December 2020 by the 31 January 2021. The attached certification for endorsement (**Attachment 13.2.2.2**) complies with this request and the Department has given approval for the report to be laid before Council in February 2021.

The correspondence in **Attachment 13.2.2.1** refers to commercial ratepayers. The Department has confirmed that commercial ratepayers include all rateable properties that are not classified as residential.

To 31 December 2020 Council has received and approved eight applications, seven from commercial ratepayers and one from an industrial ratepayer, resulting in rate concessions to the value of \$28,268.58.

The eight approved applications also received a three-month wavier on the due date of the first instalment for the 2020-21 rates and charges from 30 September 2020 to 1 January 2021.

The Certification of Rates Concession provided to commercial ratepayers 2020-21, required by the NTG to reimburse the Council's concession is **Attachment 13.2.2.2**. This certificate has been submitted to the NTG in January 2021, showing the certification to be laid before Council in February 2021.

## CONSULTATION PROCESS

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

- Finance Manager

## POLICY IMPLICATIONS

All certified concessions have been granted in line with Policy *FIN17(a) Public Benefit Concessions Policy for Commercial Ratepayers*.

## BUDGET AND RESOURCE IMPLICATIONS

The Policy *FIN17(a)* has resulted in concessions totalling \$28,268.58 being granted. On submitting this Certification of Rates Concession to NTG Council will receive a full refund of the concessions. Council included rates concessions in the 2020/21 budget and any funding received will be a surplus to the budget.

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risk:

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

Council addressed above risks with provision of certification to the NTG to receive funding of commercial ratepayer concessions under Policy *FIN17(a)*.

## 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. Letter - To City of Palmerston - Commercial Rates Replenishment Program 2020-21 Open [13.2.2.1 - 2 pages]
2. Certification of Rates Concession [13.2.2.2 - 1 page]

13 January 2021

E [lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au)

T 08 8999 8573

Mr Luccio Cercarelli  
Chief Executive Officer  
City of Palmerston  
PO BOX 1  
PALMERSTON NT 0831File reference  
HCD2021/00033-1  
Dear Mr Cercarelli**RE: Commercial Rates Replenishment program 2020-21 - Open**

The Minister for Local Government, Hon Chansey Paech MLA, has approved the 2020-21 Commercial Rates Replenishment (CRR) program to support local government councils with a targeted COVID-19 relief measure for 2020-21.

Funding under the CRR program is available where a one-off rate concession has been granted by your Council for a rateable commercial property to those ratepayers who met the hardship eligibility criteria under the "COVID-19 Economic Relief Measure: Rate concessions for commercial rate payers" common policy, where the ratepayer had a rate liability on an allotment for 2019-20 and/or 2020-21, and is:

- (a) an eligible business that has business premises on the allotment; or
- (b) a landlord that has provided appropriate rent relief to a tenant that is an eligible business that has business premises on the allotment.

The CRR aims to replenish the rate revenue foregone from the concession granted by your council. The amount of grant payable to your council will be assessed by the Department of the Chief Minister and Cabinet (Department) based on: the level of concession granted to eligible commercial rate payers; number of concessions granted; and an assessment by the Department on the council's financial ability to absorb all or part of the concessions granted.

To commence the assessment process, your council is requested to submit its certification report and supporting documentation by 31 January 2021 detailing the rates concession provided to eligible commercial rate payers in 2020-21. As outlined in the CRR program guidelines, the data required in the certification report includes:

- Total value of commercial rates levied for 2020-21.
- Total number of commercial lots rated for 2020-21.
- Total value of rates levied and number of lots that are eligible for a concession.
- Difference in amount of rates levied in 2020-21 on concessional lots compared to those lots levied in 2019-20.
- Certification that waivers were provided for a three month period.
- Certification that the waivers were based on the annual rate declared for respective allotments in 2019-20.

## COUNCIL AGENDA Attachment 13.2.2.1

- Confirmation the certification was laid before a council meeting with a copy of the minutes attached.
- Confirmation that evidence pertaining to council's approval of rate concession is available for inspection if requested.

Your council is requested to submit the above information for rates concessions granted under Public benefit concession policy for commercial ratepayers up to and including 31 December 2020. The completed certification report should be emailed to [lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au).

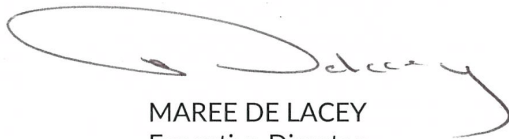
Once the Department receives and reviews the certification reports and completes its internal assessment the grant will then be paid retrospectively.

The CRR program guidelines and certification report template are available on the Department of The Chief Minister and Cabinet webpage at: [cmc.nt.gov.au/supporting-government/local-government/local-government-funding/commercial-rate-replenishment-fund-2020-21](http://cmc.nt.gov.au/supporting-government/local-government/local-government-funding/commercial-rate-replenishment-fund-2020-21)

If your council has used funding provided under the 2019-20 Special Community Assistance and Local Employment Program to replenish the rate concession provided, then your council is ineligible to participate in the CRR funding program.

If you have any queries regarding the CRR program, please contact Ms Donna Hadfield, Manager Grants Program, Local Government Grants Unit on 8999 8820 or email [lg.grants@nt.gov.au](mailto:lg.grants@nt.gov.au).

Yours sincerely



MAREE DE LACEY  
Executive Director  
Local Government and Community Development

# Certification of rates concession provided to eligible commercial rate payers 2020-21

## City of Palmerston

FILE NUMBER: \_\_\_\_\_

### CONCESSIONAL RATES CERTIFICATION REPORT FOR THE PERIOD ENDING 31 DECEMBER 2020 OR 1 JANUARY 2021 TO 01 JULY 2021

Eligible Approved quarterly commercial/industrial rates levied in 2020-21 ( <u>based on 2019-20 rates</u> )	\$ 28,270.31(A)
Total Quarterly Actual Concession Given (difference is rounding due to instalments)	\$ 28,268.58
Minimum Council contribution (i.e. minimum 25%)	\$ 28,268.58

#### Council Level Statistics

Total 2020-21 Annual Commercial Rates levied	\$2,334,113.98
Total number of commercial lots levied	450
Total 2020-21 Annual Industrial Rates levied	\$ 923,306.48
Total number of industrial lots levied	277
Eligible quarterly commercial/industrial rates levied based on 2020-21 declaration (the rates levied in 2020-21 were the same as 2019-20)	\$ 28,270.31 (B)
Difference in 2020-21 rates levied compared to 2019-20 rates levied for eligible lots (i.e. A-B)	\$ 0.00

Total number of eligible approved commercial/industrial properties 8

We certify that the City of Palmerston

- provided the **eligible commercial/industrial rate payers** with a three month waiver in 2020-21 Yes ☒ No ☐
- the waiver was based on the annual rate declared for respective allotments in 2019-20 Yes ☒ No ☐
- evidence pertaining to council's approval of rate concession is available for inspection if required Yes ☒ No ☐

Certification report prepared by Shelley Binnie 18/01/2021

Laid before the Council at a meeting to be held on 02/02/2021

Copy of minutes attached TBA

CEO or CFO *M. Smith*  
*Finance Manager*

8 / 02 / 2020

#### DEPARTMENTAL USE ONLY

Concessions conforms to purpose Yes ☐ No ☐

Amount of eligible rate concession to be reimbursed to council \$ \_\_\_\_\_

#### CERTIFICATION ACCEPTED

Omor Sharif – Grants and Rates Officer \_\_\_\_\_ Yes ☐ No ☐

RECOMMENDED Donna Hadfield – Manager Grants Program \_\_\_\_\_ / / 2020

REIMBURSEMENT AMOUNT APPROVED - Meeta Ramkumar – Senior Director Sustainability and Compliance \_\_\_\_\_  
... / ... / 2020

## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Council Advisory Committee Membership Review
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Governance Lead, Caroline Hocking
<b>APPROVER:</b>	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's consideration and decision in reviewing its Advisory Committee Membership.

### KEY MESSAGES

- At the commencement of the Ninth Council Term, Council established its Advisory Committees.
- Committee Membership is for a period of up to two years, excluding Elected Representative Membership which is reviewed annually.
- Committee Memberships are due for review, and appointment of membership is made by Council.
- Two options have been considered, the first being to extend the current Committee Membership Term to December 2021, or to undertake full advertisement of membership calling for expressions of interest.
- It is being recommended that Council write to the current Committee Members offering an extension of Membership to 14 December 2021.
- Communication will be made to all Committee Members to advise of Council's Decision and to assist in acceptance of extension if required.
- A full review of Council Committees is currently underway in preparation for the Tenth Council Term.

### RECOMMENDATION

1. THAT Report entitled Council Advisory Committee Membership Review be received and noted.
2. THAT a letter offering a membership extension be sent to the Committee Members of the listed Advisory Committees of a continuation of membership term to 14 December 2021, with a response of acceptance due by 5pm Wednesday 3 March 2021:
  - a) Palmerston Animal Management Advisory Committee:
    - RSPCA Chair of the Board, Danny Moore
    - One Representative, Department of Territory Families, Housing and Communities
    - Palmerston Resident, Andrea Ruske
    - Palmerston Resident, Katrina Stafford
    - Palmerston Resident, Jill Pascoe



- b) Palmerston Safe Communities Advisory Committee:
- One representative, Department of Infrastructure, Planning and Logistics (Transit Safety)
  - One Representative, Department of Infrastructure, Planning and Logistics (Road Safety)
  - One representative, Department of Infrastructure, Planning and Logistics (Public Transport)
  - One representative, Department of the Chief Minister and Cabinet
  - One representative, from Northern Territory Police
  - One representative, from Northern Territory Police CCTV Unit
  - One representative, from Territory Families – Youth Outreach and Reengagement Team
  - One representative, from Department of Territory Families, Housing and Communities (Public Housing Safety Unit)
  - One representative, from NT Police, Fire and Emergency Services
  - One representative, from NT Community Corrections
  - One representative, Licensing NT
  - One representative, Amity Community Services NT
  - One representative, Buslink
  - One representative, Jesuit Social Services
  - One representative, Larrakia Nation
  - One representative, Local Drug Action Team
  - One representative, Mission Australia
  - One representative, Neighbourhood Watch NT
  - One representative, NT Legal Aid Commission
  - One representative, Australian Red Cross (NT)
  - One representative, Victims of Crime NT
  - One representative, YMCA NT
  - One representative, YWCA
- c) Palmerston Seniors Advisory Committee
- Palmerston Resident, Sheryl Sephton
  - Palmerston Resident, Neville Driver
  - Palmerston Resident, Maggie Grave
  - Palmerston Resident, Ann Brown
  - Palmerston Resident, Anne Coutts
  - Palmerston Resident, Margaret Moore
  - Palmerston Resident, Trevor Miller
  - Palmerston Resident, Mary Oliffe
  - Litchfield Resident, Lillian Mann
  - Litchfield Resident, Barbara Crane
  - Litchfield Resident, Dot Chapman
  - Litchfield Resident, Sandra Parker

## BACKGROUND

At the commencement of the Ninth Council Term the following Council Advisory Committees were established:

- Palmerston Animal Management Advisory Committee
- Palmerston Safe Communities Committee

- Palmerston Seniors Advisory Committee

Committee membership term is for a period of two years, excluding Elected Members who are appointed on an annual basis.

Membership is due for review and two options have been assessed for Council's consideration.

## DISCUSSION

Council Advisory Committees are made up of Elected Member representation, Community Members, Local Businesses and Government agencies. Committee Membership is for a two year period, excluding Elected Member representatives who are appointed on an annual basis.

Council Advisory Committee meetings are open to the public, however only appointed Committee Members can vote and partake in meeting discussions.

Council's Advisory Committee Membership is due for review, and the appointment to Committees is made by the Council. In reviewing this matter two options have been considered, the first to extend current membership to December 2021 and the second to undertake full advertise for expressions of interest for Membership to the Committees.

### Option one – Extension of current Membership (recommended)

The establishment of Advisory Committees is one of a range of matters that the commencement of a Council Term is required to implement under the *Local Government Act*.

Council should acknowledge with the Local Government Elections occurring in August 2021 it may be unreasonable to call for expressions of interest for Membership to its current Advisory Committees.

An extension of current membership is being recommended to 14 December 2021, this provides the Tenth Council a crossover period for continuation and allows the Council to consider its needs and obligations under the Act.

It is being recommended that a letter be sent to Committee Members of the listed Advisory Committees, offering an extension of Membership to 14 December 2021, with a response date required by 5pm Wednesday 3 March 2021.

### **Palmerston Animal Management Advisory Committee:**

- RSPCA Chair of the Board, Danny Moore
- One Representative, Department of Territory Families – Housing and Communities
- Palmerston Resident, Andrea Ruske
- Palmerston Resident, Katrina Stafford
- Palmerston Resident, Jill Pascoe

### **Palmerston Safe Communities Advisory Committee**

- One representative, Department of Infrastructure, Planning and Logistics (Transit Safety)
- One Representative, Department of Infrastructure, Planning and Logistics (Road Safety)
- One representative, Department of Infrastructure, Planning and Logistics (Public Transport)
- One representative, Department of Chief Minister and Cabinet
- One representative, Northern Territory Police
- One representative, Northern Territory Police CCTV Unit

- One representative, Northern Territory Police, Fire and Emergency Services
- One representative, Department of Territory Families, Youth Outreach and Reengagement Team
- One representative, Department of Territory Families, Housing and Communities (Public Housing Safety Unit)
- One representative, NT Community Corrections
- One representative, Licensing NT
- One representative, Amity Community Services NT
- One representative, Buslink
- One representative, Jesuit Social Services
- One representative, Larrakia Nation
- One representative, Local Drug Action Team
- One representative, Mission Australia
- One representative, Neighbourhood Watch NT
- One representative, NT Legal Aid Commission
- One representative, Australian Red Cross (NT)
- One representative, Victims of Crime NT
- One representative, YMCA NT
- One representative, YWCA

#### **Palmerston Seniors Advisory Committee**

- Palmerston Resident, Sheryl Sephton
- Palmerston Resident, Neville Driver
- Palmerston Resident, Maggie Grave
- Palmerston Resident, Ann Brown
- Palmerston Resident, Anne Coutts
- Palmerston Resident, Margaret Moore
- Palmerston Resident, Trevor Miller
- Palmerston Resident, Mary Oliffe
- Litchfield Resident, Lillian Mann
- Litchfield Resident, Barbara Crane
- Litchfield Resident, Dot Chapman
- Litchfield Resident, Sandra Parker

Should Committee Members not wish to extend their membership, their membership term will lapse 5pm Wednesday 3 March 2021.

#### Option two – Advertisement of Committee Membership (not recommended)

That Council undertake a full review of its Advisory Committee Membership by undertaking advertisement by expression of interest.

Should Council wish to commence a full advertisement of expression of interest, a subsequent report will be provided to a future Ordinary Council Meeting detailing submissions received.

It should be noted any decision by Council now regarding Committees could potentially change when the Tenth Council commences, as one of their requirements at the start of the term is to establish Committees.



A full review of Council Advisory Committees is currently being undertaken in preparation for the Tenth Council, the review will consider the Committee's recommendations to Council over the Ninth Council Term and Council's future needs. This will provide a guide as to whether the Committees are Advisory or Networking in nature and gives an opportunity to review the Committee structure and how Council best engages with its Committees and Networking Groups.

The review will be presented to the Tenth Council and considered as part of the establishing of Committees, and appointment of Elected Representatives as Members.

## **CONSULTATION PROCESS**

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

- Community Services Lead
- Community Services Officer
- Ranger Administration Officer

Communication will be made to all Council Committee Members to advise of Council's decision.

## **POLICY IMPLICATIONS**

Committee Terms of Reference are currently being reviewed.

## **BUDGET AND RESOURCE IMPLICATIONS**

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

## **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

In accordance with the *Local Government Act*, Council appoints members to a Committee.

Committee Memberships are due for review, and whilst a review of Council's Committees is underway in preparation for the 2021 Local Government Elections, it is being recommended that all Committee Memberships be extended. This will provide an overlap for the incoming Council Term to ensure continuity.

This report addresses the following City of Palmerston Strategic Risks:

- 3 Fails to attract, value, retain and develop the right people with desired culture  
Context: Right people at right time and place with right skills, operating consistently in accordance with desired culture of Collaboration, Accountability, Respect and Valued.
- 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.

## **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.



*A Place for People*

## COUNCIL AGENDA

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### **ATTACHMENTS**

Nil

## COUNCIL REPORT

1st Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.4
<b>REPORT TITLE:</b>	Council Policy Review MEE01 - Access to Council and Committee Meetings and Confidential Minutes
<b>MEETING DATE:</b>	Tuesday 2 February 2021
<b>AUTHOR:</b>	Governance Lead, Caroline Hocking
<b>APPROVER:</b>	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 reviews Council Policy *MEE01 Access to Council and Committee Meetings and Confidential Minutes* and reviews Council's process to handling confidential information considered at a Council Meeting.

### KEY MESSAGES

- All Council Policies will be reviewed at least once during the Council term.
- Policies are also being reviewed in preparation of the *Local Government Act 2019* ensuring compliance prior to its commencement being 1 July 2021.
- Policies are not required if they simply restate legislation, outline operational procedures, or do not add any value to Council's decision-making process.
- Council Policy *MEE01 - Access to Council and Committee Meetings and Confidential Minutes* has been reviewed and found that the content duplicates legislation, is not reflective of Council's current practice, nor compliant with incoming legislation.
- In review of the incoming Act and *Local Government (General) Regulations 2021* Council is required to adopt a policy in relation to confidential information considered at a Council Meeting.
- Given the significant changes required to update the current policy, it is being recommended that Council rescind *MEE01* and adopt draft policy Confidential Information, provided at **Attachment 13.2.5.2**.

### RECOMMENDATION

1. THAT Report entitled Council Policy Review MEE01 - Access to Council and Committee Meetings and Confidential Minutes be received and noted.
2. THAT Council Policy *MEE01 Access to Council and Committee Meetings and Confidential Minutes* be rescinded.
3. THAT Council adopt policy Confidential Information being **Attachment 13.2.4.2** to Report entitled Council Policy Review - *MEE01 Access to Council and Committee Meetings and Confidential Minutes* as a policy of Council.

**BACKGROUND**

It is considered good governance for Council to review all policies at least once during its term to ensure they are contemporary and reflect the intent of the Council. In addition to this, Council Policies are currently being reviewed in preparation of the *Local Government Act 2019* ensuring compliance and consistency prior to its commencement being 1 July 2021.

Council Policy MEE01 *Access to Council and Committee Meetings and Confidential Minutes* has been reviewed and this report provides the review findings.

**DISCUSSION**

Accessing Council and Committee minutes is covered under the *Local Government Act* and its *Regulations* and is not required to be in a policy of Council, policies that simply restate legislative requirements are considered superfluous in nature and are unnecessary.

The content of policy MEE01 duplicates old legislation, is not reflective of Council's current practice, and is not compliant with incoming legislative requirements. From its review and advice received from the Department of Local Government, Council Policy MEE01 is not required however the incoming Act and *Local Government (General) Regulations 2021* do require Council to adopt a policy in relation to confidential information considered at a Council Meeting.

Given the significant changes required to update Council's current policy, it is being recommended that Council Policy MEE01 be rescinded and that a new policy relating to Council's process in handling confidential information be adopted.

A draft Confidential Information policy has been provided at **Attachment 13.2.4.2**. The policy sets out a high-level process for ensuring the proper treatment and review of confidential information considered at a Council Meeting. It commits how Council will determine what type of information should be confidential, and its process to review the release or retainment of Confidential Council Decisions.

Council shall only consider matters in confidence that fall under the prescribed categories set out in the incoming *Local Government (General) Regulations 2021*, being:

- (a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual;
- (b) information about the personal circumstances of a resident or ratepayer;
- (c) information that would, if publicly disclosed, be likely to:
  - (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
  - (ii) prejudice the maintenance or administration of the law ;or
  - (iii) prejudice the security of the council, its members or staff; or
  - (iv) subject to subregulation (3) – prejudice the interests of the council or some other person;
- (d) information subject to an obligation of confidentiality at law, or in equity;
- (e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;
- (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

Confidential Council Decisions will be retained until the reason for confidentiality no longer applies. Once a confidential matter has been considered by Council, a determination will be made by resolution whether the confidential Council Decisions will:

- a) be released to the Open Minutes at the time of the meeting; or
- b) be subject to a periodic review to determine if the Council Decision should no longer be confidential; or
- c) be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the *Information Act* and *Records Disposal Schedule for Local Authorities in the NT*.

Any confidential Council Decisions that are subject to a periodic review will form part of a Confidentiality Review List, and Council will continue to undertake a six monthly review of these decisions.

It is being recommended that Council Policy MEE01 *Access to Council and Committee Meetings and Confidential Minutes* be rescinded and draft policy Confidential Information be adopted in its place.

### **CONSULTATION PROCESS**

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

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

Community consultation is not required for the Confidential Information policy as it is a requirement under the *Local Government Act* and its Regulations.

### **POLICY IMPLICATIONS**

Due to the extent of Council Policy MEE01 being superfluous in nature, it is being recommended Council rescind this policy and replace with a new policy required by incoming legislation, Confidential Information.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

### **RISK, LEGAL AND LEGISLATIVE IMPLICATIONS**

The incoming *Local Government (General) Regulations 2021* require councils to adopt a policy setting out a high level process for ensuring the proper treatment and review of confidential information.

This report addresses the following City of Palmerston Strategic Risks:

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

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

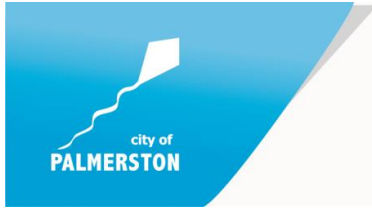
There are no environment sustainability implications for this report.

## **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. Council Policy MEE01 - Access to Council and Committee Meetings and Confidential Minutes [13.2.4.1 - 3 pages]
2. Draft Council Policy - Confidential Information [13.2.4.2 - 2 pages]



# POLICY

MEE01

Name:	Access to Council and Committee Meetings and Confidential Minutes		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Corporate Services		
Approval Date:	20/02/2018	Next Review Date:	1/04/2020
Records Number:	365925	Decision Number:	8/3030

## 1 PURPOSE

The City of Palmerston is committed to transparent and accountable decision making. As per Section 8 of the Local Government (Administration) Regulations 2008 (NT) "the Regulations", there are some situations where Council is empowered to classify items as confidential. This policy defines the use of provisions in the Local Government Act 2008 (NT) by which public access to Council and Committee Meetings can be restricted.

## 2 PRINCIPLES

Policies of the City of Palmerston are guided by principles of sustainability, good governance, advocacy, regulation and service provision. More guidance is provided in Council and Administrative policies, procedures and guidelines, the Municipal Plan, Asset Management Plans and other relevant documents.

## 3 DEFINITIONS

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

Term	Definition
"move into confidence"	resolve to exclude members of the public from access to a matter raised in a Council or Committee meeting, as well as to agenda items and reports pertaining to that matter.

## 4 POLICY STATEMENT

- 4.1 Public Notice and Access to Meeting Agendas
  - 4.1.1 At least three days prior to a Council or Committee meeting (unless it is a Special Meeting), the Chief Executive Officer must give written notice of the meeting to all Council and Committee members setting out the date, time and venue. The notice must be accompanied by the agenda.
  - 4.1.2 At least 3 days prior to a Council or Committee meeting, the notice and agenda must be available to the public on Council's website, as well as a public copy provided at the front desk at the Civic Centre on public display.
  - 4.1.3 Items on the agenda are to be described accurately and in reasonable detail.
  - 4.1.4 Three (3) copies of the agenda documents and non-confidential reports that are to be considered at the meeting will be available to the public at the meeting.
- 4.2 Public Access to Meetings
  - 4.2.1 Council encourages public attendance at Council and Committee meetings, and all Council and Committee meetings will be held at venues accessible to the public.





## POLICY

### MEE01

- 4.2.2 Where Council or a Council Committee believes it is necessary in the broader community interest to exclude the public from the discussion and or decision of a particular matter, Council will exclude the public for that agenda item, report or discussion only.
- 4.2.3 Before the public can be excluded in order to receive, discuss and consider a particular matter in confidence, a Council or Committee must in public formally determine if this is necessary and appropriate, and then pass a resolution to move into confidence, thereby excluding the public while dealing with the particular matter. Once resolved, all members of the public (including staff but not including Elected Members), unless exempted by being named in the resolution as entitled to remain, are required to exit the room.
- 4.2.4 Once Council has resolved to move into confidence, it is an offence for a person, who knowing that an order is in force, enters or remains in a room in which such a meeting is being held.
- 4.2.5 Once discussion on that particular matter is concluded, the public are then permitted to re-enter the meeting.
- 4.3 Grounds for Exclusion
  - 4.3.1 The grounds for moving into confidence allowed to Council are provided in Section 8 of the Regulations. All resolutions of Council to move into confidence must stipulate grounds for doing so, making specific reference to the subsection of the Regulations upon which the decision is based, and be compliant with the *Information Act 2002* (NT). Embarrassment, discomfort, or unwanted media attention towards Elected members as a whole or individually, or towards Council as an organisation, are therefore insufficient grounds for moving into confidence in and of themselves.
  - 4.3.2 All resolutions of Council to move into confidence must stipulate the time period of the confidence. Once the time period of exclusion has expired, the matter will be included in the next Council meeting minutes appropriately identified as *a matter coming out of confidence*.
  - 4.3.3 While a matter is attended to in confidence, Council may resolve to extend or shorten the period of time it remain in confidence, subject to 4.3.1 above.
  - 4.3.4 All resolutions of Council to move into confidence must comply with the *Information Act 2002* (NT).
- 4.4 Register of Excluded Items
  - 4.4.1 Maintaining in electronic form a register of those instances in Council and Committee meetings where the public has been excluded, the reason for exclusion, and the expiration date of the exclusion.
  - 4.4.2 Ensuring that Council is notified in a timely manner of those items coming out of exclusion.
  - 4.4.3 Reporting in Council's Annual Report the number of instances of confidence has been used in Council or Committee meetings, and the grounds for the resolution, the number of matters to have moved out of confidence, and the number of matters remaining in confidence over the course of the preceding year.

## 5 ASSOCIATED DOCUMENTS

- 5.1 City of Palmerston *Code of Conduct for Elected Members*
- 5.2 City of Palmerston *Records Management Policy*



## POLICY

MEE01

### 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2008 (NT)*
- 6.2 *Local Government (Administration) Regulations 2008 (NT)*
- 6.3 *Information Act 2002 (NT)*



## POLICY

Name:	Confidential Information		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance Lead		
Approval Date:	19/01/2021	Next Review Date:	19/01/2025
Records Number:		Council Decision:	

### 1 PURPOSE

This policy sets out the City of Palmerston's process to ensure the proper treatment and review of confidential items considered at a Council Meeting.

### 2 PRINCIPLES

The City of Palmerston is committed to transparent and accountable decision making, to achieve the outcomes of its *Community Plan*. Policies are guided by principles of sustainability, good governance, advocacy, regulation, and service provision.

Council shall only consider matters in confidence that fall under the prescribed categories of the *Local Government (General) Regulations 2021* and retain this information until the reason no longer applies.

### 3 DEFINITIONS

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

Term	Definition
Confidential information	Means information prescribed as confidential under the <i>Local Government (General) Regulations 2021</i> .
Prescribed categories	Refers to the categories set out in section 50(1) the <i>Local Government (General) Regulations 2021</i> .

### 4 POLICY STATEMENT

#### 4.1 Classifying confidential information

- 4.1.1 Any business that falls under the prescribed categories in the *Local Government (General) Regulations* will be considered as confidential information.
- 4.1.2 A statement of the fact and the provision of how the confidentiality applies will be included within Council business papers available to the public.
- 4.1.3 Confidential information will be retained in confidence until Council determines by resolution that the reason for confidentiality no longer applies.

#### 4.2 Consideration of confidential information

- 4.2.1 On the consideration of a confidential matter, Council will determine by resolution whether the confidential Council Decision will:
  - a) be released to the Open Minutes at the time of the meeting; or
  - b) be subject to a periodic review to determine if the Council Decision should no longer be confidential; or



## POLICY

- c) be required to remain confidential until the information is transferred to the NT Archives Services pursuant to the *Information Act* and *Records Disposal Schedule for Local Authorities in the NT*.

4.2.2 Should a confidential Council Decision fall under section 4.2.1 category b) the Council Decision will be added to the City of Palmerston Confidentiality Review List.

#### 4.3 Review of confidential information

- 4.3.1 Council will undertake a six monthly review of its Confidentiality Review List, when a Report will be provided to Council with a recommendation to either release, retain or to reconsider the matter at the next review period.
- 4.3.2 Council Decisions that are no longer confidential will form part of the Open Minutes of the meeting where Council endorsed release of the decision.

### 5 ASSOCIATED DOCUMENTS

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- 5.1 *City of Palmerston Community Plan*
- 5.2 *Records Disposal Schedule for Local Authorities in the Northern Territory*

### 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 *Local Government Act*
- 6.2 *Local Government (General) Regulations*
- 6.3 *Information Act*

**14 INFORMATION AND CORRESPONDENCE**

**14.1 Information**

**14.2 Correspondence**

**15 REPORT OF DELEGATES**

**16 QUESTIONS BY MEMBERS**

**17 GENERAL BUSINESS**

**18 NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 16 February 2021 at 5:30pm in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston.

**19 CLOSURE OF MEETING TO PUBLIC**

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

**20 ADJOURNMENT OF MEETING AND MEDIA LIAISON**

# **COUNCIL MEETING MINUTES**

**TUESDAY, 19 January 2021**



## CITY OF PALMERSTON

**Minutes of Council Meeting  
held in Council Chambers  
Civic Plaza, 1 Chung Wah Terrace, Palmerston  
on 19 January 2021 at 5:30pm.**

### ELECTED MEMBERS

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

### STAFF

Chief Executive Officer, Luccio Cercarelli  
Deputy Chief Executive Officer/Director Lifestyle and  
Community, Amelia Vellar  
Director City Growth and Operations, Nadine Nilon  
Director Organisational Services, Silke Maynard  
IT Manager, Glen Collins  
Executive Officer Strategic Projects, Francheska Gobel  
Communications Manager, Christine Joyce  
Communications Officer, Catherine Einoder  
Minute Secretary, Ashlee Gaddes

### GALLERY

NT News, Will Zwar,  
One 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 5:33pm.

Initials: \_\_\_\_\_

## **3** APOLOGIES AND LEAVE OF ABSENCE

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### 3.1 Apologies

Nil.

### 3.2 Leave of Absence Previously Granted

THAT it be noted Mayor Pascoe-Bell will be on leave of absence previously granted on 17 November 2020, for the period of 10 January to 22 January 2021 inclusive.

CARRIED 9/1375 – 17/11/2020

### 3.3 Leave of Absence Request

Nil.

## **4** REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

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Moved: Alderman Garden

Seconded: Alderman Spick

1. THAT the request for Audio/Audiovisual Conferencing received from Mayor Pascoe-Bell for the meeting to be held on 19 January 2021 be received and noted.
2. THAT the request for Audio/Audiovisual Conferencing received from Alderman Giesecke for the meeting to be held on 19 January 2021 be received and noted.

CARRIED 9/1429 – 19/01/2021

## **5** DECLARATION OF INTEREST

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### 5.1 Elected Members

Nil.

### 5.2 Staff

Nil.

Initials: \_\_\_\_\_

## 6 CONFIRMATION OF MINUTES

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### 6.1 Confirmation of Minutes

Moved: Alderman Spick  
Seconded: Alderman Henderson

THAT the minutes of the Council Meeting held on Tuesday, 8 December 2020 pages 10281 to 10293, be confirmed.

CARRIED 9/1430 – 19/01/2021

### 6.2 Business Arising from Previous Meeting

Nil.

## 7 MAYORAL REPORT

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Nil.

## 8 DEPUTATIONS AND PRESENTATIONS

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Nil.

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil.

## 10 CONFIDENTIAL ITEMS

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### 10.1 Moving Confidential Items into Open

Nil.

### 10.2 Moving Open Items into Confidential

Nil.

Initials: \_\_\_\_\_

## 10.3 Confidential Items

Moved: Alderman Garden  
Seconded: Alderman Henderson

THAT pursuant to *Section 65(2) of the Local Government Act 2008* and *Regulation 8 of the Local Government (Administration) Regulations* the meeting be closed to the public to consider the following confidential items:

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act 2008</i> and 8(c)(iv) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person is discussed.

CARRIED 9/1431 – 19/01/2021

## 11 PETITIONS

### 11.1 Peckham Court Fence

Moved: Alderman Spick  
Seconded: Alderman Hale

1. THAT the petition presented by Alderman Spick on behalf of Residents of McPhee Place/Peckham Court. Gunn be tabled at the Council Meeting held on Tuesday, 19 January 2021.
2. THAT a Report be prepared considering the petition request and it be presented to Council at the 2nd Ordinary Meeting in March 2021.

CARRIED 9/1432 – 19/01/2021

## 12 NOTICES OF MOTION

Nil.

Initials: \_\_\_\_\_

## **13** OFFICERS REPORTS

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### 13.1 Receive and Note Reports

#### 13.1.1 Financial Report for the Month of December 2020

Moved: Alderman Hale  
Seconded: Alderman Garden

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

CARRIED 9/1433 – 19/01/2021

#### 13.1.2 Community Benefit Scheme Update - November and December 2020

Moved: Alderman Henderson  
Seconded: Alderman Hale

THAT Report entitled Community Benefit Scheme Update - November and December 2020 be received and noted.

CARRIED 9/1434 – 19/01/2021

#### 13.1.3 Lifestyle and Community Quarterly Report - October to December 2020

Moved: Deputy Mayor Lewis  
Seconded: Alderman Spick

THAT Report entitled Lifestyle and Community Quarterly Report - October to December 2020 be received and noted.

CARRIED 9/1435 – 19/01/2021

#### 13.1.4 Organisational Services Quarterly Report - October to December 2020

Moved: Alderman Hale  
Seconded: Alderman Garden

THAT Report entitled Organisational Services Quarterly Report - October to December 2020 be received and noted.

CARRIED 9/1436 – 19/01/2021

Initials: \_\_\_\_\_

## 13.1.5 City Growth and Operations Quarterly Report - October to December 2020

Moved: Alderman Henderson  
Seconded: Alderman Hale

THAT Report entitled City Growth and Operations Quarterly - Report October to December 2020 be received and noted.

CARRIED 9/1437 - 19/01/2021

## 13.2 Action Reports

### 13.2.1 Local Roads and Community Infrastructure Extension Phase Two

Moved: Alderman Garden  
Seconded: Alderman Spick

1. THAT Report entitled Local Roads and Community Infrastructure Extension Phase Two be received and noted.
2. THAT Council approve the following projects including their indicative budget allocations to be delivered by 31 December 2021, under the Australian Government Local Road and Community Infrastructure Program Extension Phase Two allocation being \$1,280,590 (GST exclusive) as detailed in the Report entitled Local Roads and Community Infrastructure Extension Phase Two:
  - Public Toilets:
    - Joan Fejo Park
    - Marlow Lagoon Reserve (Dog Park)
  - Dog Pound Stage Two
  - Playground Shading - Joan Fejo Park
  - New Dog Park - Zuccoli/ Johnston
  - Temple Terrace - Road Reconstruction

CARRIED 9/1438 - 19/01/2021

Initials: \_\_\_\_\_



## 13.2.2 Local Government Priority Infrastructure Funding Round

Moved: Alderman Henderson

Seconded: Alderman Garden

1. THAT Report entitled Local Government Priority Infrastructure Funding Round be received and noted.
2. THAT Council endorses the following two submissions to the Northern Territory Government Priority Infrastructure Program as detailed in Report entitled Local Government Priority Infrastructure Funding Round:
  - Archer Waste Management Facility Upgrade (Priority 1)
  - Business Continuity – Palmerston Recreation Centre and Library Emergency Generator (Priority 2)

CARRIED 9/1439 – 19/01/2021

## 13.2.3 Individual User Storage at Gray Community Hall

Moved: Alderman Henderson

Seconded: Alderman Spick

1. THAT Report entitled Individual User Storage at Gray Community Hall be received and noted.
2. THAT Council endorse an amendment to the Gray Community Hall Redevelopment design plans to extend the current planned Council storage room to provide limited storage for users as detailed in **Attachment 13.2.3.1**.
3. THAT Council endorse the additional user storage space being funded from existing 2020/2021 capital works program (\$25,000 GST exclusive) and by a transfer from the working capital reserve (\$25,000 GST exclusive).

CARRIED 9/1440 – 19/01/2021

## 13.2.4 Community Benefit Scheme Sponsorship Application – Good Shepherd Lutheran College Palmerston Campus

Moved: Alderman Hale

Seconded: Alderman Garden

1. THAT Report entitled Community Benefit Scheme Sponsorship Application - Good Shepherd Lutheran College Palmerston Campus be received and noted.

Initials: \_\_\_\_\_

**Minute Book Page 10304**  
**1st Ordinary Council Meeting**

2. THAT Council approve the application from Good Shepherd Lutheran College for \$5,000 to install a Prayer Garden as per the Application presented as **Attachment 13.2.4.1** to Report entitled Community Benefit Scheme Sponsorship Application - Good Shepherd Lutheran College Palmerston Campus.

CARRIED 9/1441 - 19/01/2021

### 13.2.5 Review of Council Policy FIN20 - Borrowing

Moved: Acting Mayor Morrison  
Seconded: Alderman Spick

1. THAT Report entitled Review of Council Policy FIN20 - Borrowing be received and noted.
2. THAT Council adopt amended Council Policy FIN20 - Borrowing being **Attachment 13.2.5.3** Report entitled Review of Council Policy FIN20 - Borrowing.

CARRIED 9/1442 - 19/01/2021

### 13.2.6 Australian Local Government National General Assembly 2021

Moved: Alderman Garden  
Seconded: Alderman Spick

1. THAT Report entitled Australian Local Government Association National General Assembly 2021 be received and noted.
2. THAT Council endorse Mayor Pascoe-Bell or her representative, Alderman Giesecke and Alderman Garden attendance to the 2021 Australian Local Government Association National General Assembly in Canberra being held 20 to 23 June 2021.
3. THAT Council endorse the Mayor or her representative to vote on behalf of the City of Palmerston at the Australian Local Government Association National General Assembly 2021 debating sessions, taking into consideration the interests of the Community and Council.
4. THAT any proposed Motions from Elected Members be sent to the Chief Executive Officer email by close of business Friday 5 March 2021 for consideration and endorsement by Council.

CARRIED 9/1443 - 19/01/2021

Initials: \_\_\_\_\_

## 13.2.7 Call for Nominations – Neighbourhood Watch

Moved: Alderman Hale  
Seconded: Alderman Spick

1. THAT Report entitled Call for Nominations - Neighbourhood Watch NT be received and noted.
2. THAT Council submit a nomination to LGANT nominating Alderman Sarah Henderson for consideration as LGANT's representative on the Neighbourhood Watch NT (NHWNT) to represent the interests of local government.

CARRIED 9/1444 – 19/01/2021

## 13.2.8 Special Community Assistance and Local Employment Grant Acquittal Report

Moved: Alderman Henderson  
Seconded: Alderman Hale

1. THAT Report entitled Special Community Assistance and Local Employment Grant Acquittal Report be received and noted.
2. THAT Council endorse the certification of the Special Community Assistance and Local Employment Grant to the value of \$743,700 being **Attachment 13.2.8.1** to Report entitled Special Community Assistance and Local Employment Acquittal Report.

CARRIED 9/1445 – 19/01/2021

## 13.2.9 myPalmerston Update - December 2020

Moved: Alderman Garden  
Seconded: Alderman Henderson

1. THAT Report entitled myPalmerston Update - December 2020 be received and noted.
2. THAT Council endorse the full acquittal of the myPalmerston funds to the value of \$220,000 comprising of City of Palmerston \$60,000 and Northern Territory Government \$160,000.

CARRIED 9/1446 – 19/01/2021

Initials: \_\_\_\_\_

## 14 INFORMATION AND CORRESPONDENCE

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### 14.1 Information

Nil.

### 14.2 Correspondence

Nil.

## 15 REPORT OF DELEGATES

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Nil.

## 16 QUESTIONS BY MEMBERS

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Nil.

## 17 GENERAL BUSINESS

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Nil.

## 18 NEXT COUNCIL MEETING

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Moved: Alderman Garden

Seconded: Alderman Spick

THAT the next Ordinary Meeting of Council be held on Tuesday, 2 February 2021 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1447 - 19/01/2021

## 19 CLOSURE OF MEETING TO PUBLIC

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Moved: Alderman Garden

Seconded: Alderman Henderson

THAT pursuant to Section 65(2) of the *Local Government Act 2008* 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 9/1448 - 19/01/2021

Initials: \_\_\_\_\_

## 20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

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Moved: Alderman Spick  
Seconded: Alderman Henderson

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

CARRIED 9/1449 – 19/01/2021

*The meeting adjourned at 6:00pm.*

*The open section of the meeting closed at 6:00pm for the discussion of confidential matters.*

*The Chair declared the meeting closed at 6:35pm.*

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Chair

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Print Name

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Date

Initials: \_\_\_\_\_