

AGENDA

2nd Ordinary Council Meeting

Tuesday 20 April 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



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 6 April 2021 pages 10378 to 10387 be confirmed.

6.2 Business Arising from Previous Meeting

7 MAYORAL REPORT

8 DEPUTATIONS AND PRESENTATIONS

8.1 Nightcliff Arts Music and Culture Inc.

THAT the presentation by Andrew Arthur, Chair of Nightcliff Arts Music and Culture Inc. on Palmerston Kite Festival be received and noted.

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 *Section 50(1) of the Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Clause
24.1	8(c)(iv) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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.
25.1.1	8(e) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(e) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.2.1	8(c)(i) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
25.2.2	8(c)(i) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(c)(i) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person. 8(c)(iv) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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.
25.2.3	8(e) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(e) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.2.4	8(c)(iv) This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 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.

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Financial Report for the Month of March 2021
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Manager Finance, Maxie Smith
APPROVER:	Director Organisational Services, Silke Maynard

COMMUNITY PLAN

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

PURPOSE

The purpose of the report is to present to Council the Financial Report for the month of March 2021.

KEY MESSAGES

- Operating income is currently at 93% in-line with expectations and cashflows overall.
- Capital expenditure is showing as 40% of budget for the year inclusive of commitments. These expenses are inclusive of the Special Community Assistance and Local Employment (SCALE) projects and Swimming, Wellness, Events, Leisure, Lifestyle (SWELL) project. Significant capital programs are commencing now for completion toward the end of the financial year include Gray Community Hall Redevelopment and Council's roads reseal program.
- 87% of payments made in March 2021 were made to local suppliers, with Council continuing to apply the shortened payment term of 14 days to support businesses through the impacts of the COVID-19 pandemic.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of March 2021 be received and noted.

BACKGROUND

In accordance with Section 18 of the *Local Government (Accounting) Regulations* the proceeding month's financial report must be presented to Council. The commentary below and **Attachment 13.1.1.1** present the financial position of Council at the end of March 2021.

DISCUSSION

Operating Income

- Total operating income is at 93% of the revised budget.
- Director Organisational Services is at 149% due to Northern Territory Government Grant Funding for Commercial Rates 2020-21.
- Private Works income is currently tracking higher than anticipated, due to increase in work on public places.
- Subdivisional Works income is currently tracking higher than anticipated due to new developments within the Palmerston region.

- The recommended budget adjustments for the above-mentioned items will be presented in the Third Budget Review 2020/21.
- Other operating income items are generally tracking as expected at this point in the financial year.

Operating Expenditure

- Total operating expenditure is at 73% of the budget inclusive of commitments.
- Diversity and Inclusion Activities' have increased due to the Council's decision to establish an Inclusive, Diverse and Accessible Policy Framework, as presented to Council at the 2nd Ordinary Council Meeting of 16 February 2021.
- Emergency Operations is 21% above budget due to COVID-19 cleaning services and temporary fencing at Maurice Park for dog exercise area.
- Director City Growth & Operations is 23% above budget due to temporary staff movements.
- Subdivisional Works is above budget due to land search cost.
- Year to date operational cost for the Civic Centre are close to budget due to the accidental impact of a vehicle to the ground floor Civic Plaza.
- The recommended budget adjustments for the above-mentioned items will be presented in the Third Budget Review 2020/21. All other operating expenditures are in-line with expectations.

Capital Income

- Capital income is at 37% of the current budget.
- Financial Services income is showing as over budget by \$74,821 due to the recent sale of surplus and replaced fleet vehicles. The recommended budget adjustments are presented in the report entitled Third Budget Review 2020/21.
- Budgeted capital grant income for this financial year, includes:
 - Gray Community Hall Redevelopment;
 - Local Roads and Community Infrastructure (LRCI) Phase One:
 - Reggie Park Open Space Upgrade.
 - Accessible for All Play Equipment;
 - Landscaping and Shade Palmerston Swimming and Fitness Centre;
 - Maurice Terrace Off-Leash Dog Park;
 - LRCI Phase Two:
 - Joan Fejo Park and Marlow Lagoon Exeloos;
 - Temple Terrace Road Reconstruction;
 - Joan Fejo Park Shade Structure;
 - Dog Pound Renewal;
 - New dog park Zuccoli
 - Smart Technology Project; and
 - Special Community Assistance and Local Employment (SCALE).
- The SCALE grant funding of \$743,700 has been recognised as income in January 2021 with the obligations under the grant being delivered (in line with the requirements of AASB1058).
- Subdivisional Works is 4% above budget relates to the developments in Zuccoli driveways.

Capital Expenditure

- Capital Expenditure is at 40% for the year including commitments raised.
- Capital Expenditure actuals and commitments increased by \$622k during March 2021.
- Several major projects will commence in this quarter, including the \$1 million reseal program, and the \$1.455 million Gray Community Hall Redevelopment as well as playground refurbishments and works at Marlow Lagoon including the Dog Park.

- LRCI projects are underway from both the Phase One and Phase Two grant rounds, with a significant portion of this work to be undertaken in this quarter of the budget year.
- Design and Development of Gray Community Hall Public Art Commission is underway causing the increase in actual plus commitments of 3% above budget in the Lifestyle & Community Services area.
- Installation of the electric car charger at Recreation Centre was part of the Frances Drive Power Upgrade project.
- Invoices raised against the Aquatic Centre relate to the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) project.
- The recommended budget adjustments for the above-mentioned items are presented in the report entitled Third Budget Review 2020/21.

Loans

Council approved an internal loan for \$3.65 million to fund Making the Switch and an external loan for \$1.96 million to fund the final stage of remediation works at the previous Archer Landfill site.

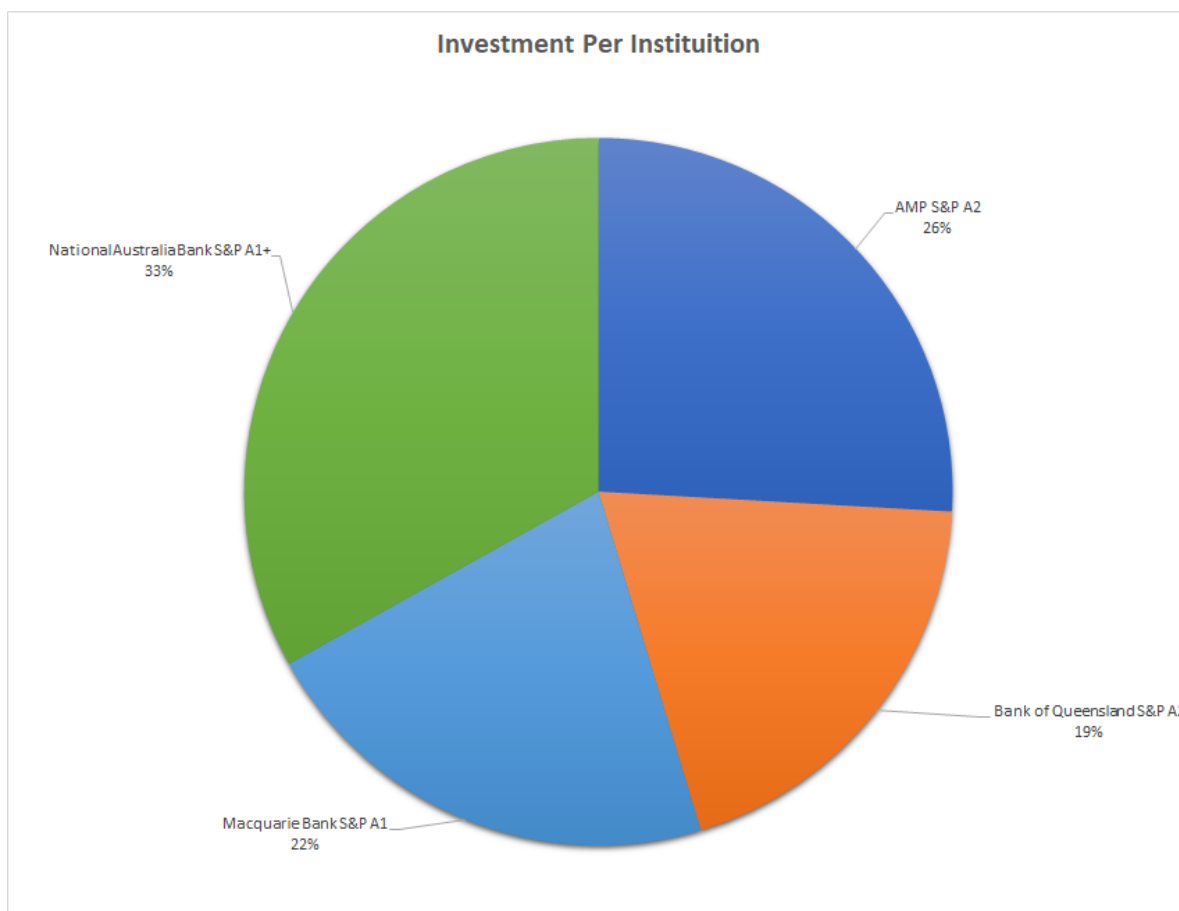
The internal loan for Making the Switch has been drawn upon, with the corresponding figures shown in **Attachment 13.1.1.1**, Section 2.10 - Council Loans. Total project costs for Making the Switch, exclusive of employee costs for the public lighting officer and interest incurred is \$3,223,849. Interest accrued to date is \$117,657 and Council commenced repayments in the 2019/20 budget year with an instalment of \$200,000 processed in conjunction with the Second Budget Review 2019/20. As energy savings from the project are realised, a part will be distributed to the repayment of the loan, with the rest distributed to improving the public lighting network as previously approved. The recommended budget adjustments for the repayment of the 2020/21 portion of the loan of \$219,659 will be presented in the Third Budget Review 2020/21.

The loan for Archer Landfill Rehabilitation of \$1.96 million was drawn upon on 28 June 2019. The principal repayments for this loan commenced in November 2019 and will occur quarterly. The current outstanding balance on this loan is \$1,625,692. Details of the loan are provided in **Attachment 13.1.1.1**, Section 2.10 - Council Loans.

Investments

As of 31 March 2021, Council held a total of \$23.165 million in term deposits across four separate financial institutions. The investment portfolio is compliant with Council Policy *FIN06 Investments*.

The breakup between institutions is:



Outstanding Rates

Section 2.4 – Debtor Control Accounts, as presented as **Attachment 13.1.1.1**, reflects the number of properties overdue per year as well as the cumulative overdue amounts. Rates that stay overdue for more than three years attract an overriding statutory charge which gives Council priority over all other registered and unregistered mortgages, charges, and encumbrances except a previously registered overriding statutory charge. Council currently holds overriding statutory charges over all properties with overdue debt rated prior to 2017/2018.

Council's overdue rates are currently worth \$3.26 million or 11.23% of total rates levied for the 2020/21 financial year. Overdue rates are higher when month end coincides with a payment date. Fourth instalment date was 30 March 2021.

Council continues to support ratepayers affected by COVID-19 through rate relief measures. This financial year eight commercial rates concessions have been approved under Council's *FIN17a Public Benefit Concession Policy for Commercial Ratepayers*.

Waste Charges

The purpose of Section 2.8 - Waste Charges in **Attachment 13.1.1.1**, is to supply an indicative overview of Council's progress against its budgeted Waste Reserve movement.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 Investments*.

BUDGET AND RESOURCE IMPLICATIONS

Budget or resource implications are reflected in the body of the report.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

2. Be sustainable into the long-term
Context: Optimising the financial, social, and environmental sustainability of the Council.

The *Local Government (Accounting) Regulations - Part 8*, prescribes that:

Financial Reports to Council

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

With the monthly finance report being laid before Council, Council is adhering to legislative requirements and ensure ongoing monitoring of financial sustainability.

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. Monthly Financial Report March 2021 [13.1.1.1 - 20 pages]

Financial Management Reports

March 2021

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

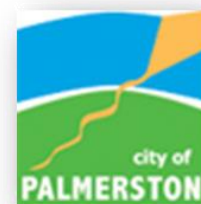


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	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
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	2.8	Waste Charges
	2.9	Commercial Leases
	2.10	Council Loans

COUNCIL AGENDA Attachment 13.1.1.1

Section 2 Financial Results

1.1 - Executive Summary as at

31 March 2021

% of year passed

75%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,910,274	27,918,633	97%	0	0%	28,910,274
Statutory Charges	168,940	95,941	57%	0	0%	168,940
User Charges & Fees	659,823	618,541	94%	0	0%	659,823
Interest & Investment Revenue	993,160	532,534	54%	0	0%	993,160
Reimbursements	125	125	100%	0	0%	125
Other Income	375,729	262,148	70%	0	0%	375,729
Grants, Subsidies & Contributions	2,019,921	1,514,247	75%	0	0%	2,019,921
Operating Income	33,127,972	30,942,169	93%	0	0%	33,127,972
Operating Expenditure						
Employee Costs	-10,314,389	-7,601,512	74%	-11,977	0%	-10,314,389
Professional Services	-1,901,131	-1,213,970	64%	-265,490	14%	-1,901,131
Auditor's Remuneration	-35,000	-3,830	11%	0	0%	-35,000
Operating Lease Rentals	-27,423	-13,543	49%	-9,334	34%	-27,423
Energy	-1,255,557	-871,267	69%	0	0%	-1,255,557
Materials & Contractors	-10,674,950	-6,381,265	60%	-1,211,063	11%	-10,674,950
Depreciation, Amortisation & Impairment	-10,400,000	-6,933,336	67%	0	0%	-10,400,000
Elected Members Expenses	-356,558	-215,907	61%	0	0%	-356,558
Legal Expenses	-299,906	-283,721	95%	-28,507	10%	-299,906
Water Charges	-1,333,095	-1,100,947	83%	0	0%	-1,333,095
Telephone & Other Communication Charges	-265,474	-253,429	95%	-22,023	8%	-265,474
Community Grants	-150,000	-101,191	67%	-30,020	20%	-150,000
Other Expenses	-3,635,503	-2,655,251	73%	-359,920	10%	-3,635,503
Borrowing Costs	-46,000	-24,527	53%	0	0%	-46,000
Operating Expenditure	-40,694,985	-27,653,695	68%	-1,938,334	5%	-40,694,985
OPERATING SURPLUS/(DEFICIT)	-7,567,013	3,288,475		-1,938,334		-7,567,013
Capital Income			0%			
Net gain (loss) on disposal or revaluation of assets	60,856	135,677	223%	0	0%	60,856
Developer Contributions	219,194	229,057	104%	0	0%	219,194
Asset Income	0	0	0%	0	0%	0
Grants received	4,575,679	1,447,622	32%	0	0%	4,575,679
Capital Income	4,855,729	1,812,357	37%	0	0%	4,855,729
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-2,711,284	5,100,831		-1,938,334		-2,711,284
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-4,447,396	-2,239,636	50%	-827,567	19%	-4,447,396
Asset Upgrade	-9,480,601	-1,888,096	20%	-504,701	5%	-9,480,601
Capital Expenditure	-13,927,997	-4,127,732	30%	-1,332,268	10%	-13,927,997
Less Non-Cash Expenditure	-10,400,000	-6,933,336	67%	0	0%	-10,400,000
Plus Gifted Assets	0	0	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-6,239,281	7,906,435		-3,270,601		-6,239,281
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-228,223	-112,660	49%	0	0%	-228,223
Reserve Movement	6,467,504	0	0%	0	0%	6,467,504
NET OPERATING SURPLUS/(DEFICIT)	0	7,793,775		-3,270,601		0


Approved by: Manager Finance

Section 2
Financial Results

2.1 - Budget Summary Report as at

31 March 2021

% of year passed
Cashflowed Estimate of Budget YTD

75%
97%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	559,605	466,990	83%
Office of the Chief Executive	559,605	466,990	83%
Organisational Services			
Director Organisational Services	50,012	74,494	149%
Financial Services	533,105	218,800	41%
Rates	22,131,884	21,084,670	95%
Organisational Services	22,715,001	21,377,964	94%
Events Promotion	61,000	23,000	38%
Health and Wellbeing Services	3,390	3,420	101%
Library Services	933,523	818,685	88%
Senior Citizens	2,000	2,000	100%
Youth Services	355,067	55,067	16%
Animal Management	356,702	318,389	89%
Parking & Other Ranger Services	149,440	62,471	42%
Lifestyle & Community Services	1,861,122	1,283,032	69%
City Growth & Operations			
Civic Centre	104,999	105,000	100%
Driver Resource Centre	3,818	3,818	100%
Director City Growth & Operations	1,553	1,553	100%
Private Works	24,750	26,020	105%
Recreation Centre	0	18	0%
Roads & Transport	441,615	339,431	77%
Subdivisional Works	62,174	64,127	103%
Waste Management	6,900,590	6,929,181	100%
Odegaard Drive Investment Property	446,160	334,620	75%
Durack Heights Community Centre	6,558	6,558	100%
CBD Car Parking	27	27	100%
City Growth & Operations	7,992,244	7,810,354	98%
	33,127,972	30,938,340	93%

Section 2
Financial Results

2.1 - Budget Summary Report as at

31 March 2021

% of year passed 75%
Cashflowed Estimate of Budget YTD 2%

Capital Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	2,965,089	1,095,144	37%
Office of the Chief Executive	2,965,089	1,095,144	37%
Organisational Services			
Financial Services	60,856	135,677	223%
Organisational Services	60,856	135,677	223%
City Growth & Operations			
Director City Growth & Operations	930,590	91,100	10%
Roads & Transport	680,000	261,378	38%
Subdivisional Works	219,194	229,057	104%
City Growth & Operations	1,829,784	581,536	32%
	4,855,729	1,812,357	37%

COUNCIL AGENDA

Attachment 13.1.1.1

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 March 2021

% of year passed
Cashflowed Estimate of Budget YTD

75%
82%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-397,755	-232,497	58%	-818	0%	-233,315
Office of the CEO	-1,385,715	-994,254	72%	-35,844	3%	-1,030,097
Office of the Chief Executive	-1,783,470	-1,226,750	69%	-36,662	2%	-1,263,412
Organisational Services						
Customer Services	-315,294	-253,910	81%	-1,059	0%	-254,970
Human Resources	-849,018	-784,992	92%	-36,227	4%	-821,218
Information Technology	-1,120,949	-1,041,939	93%	-54,354	5%	-1,096,293
Director Organisational Services	-453,494	-369,251	81%	-16,249	4%	-385,501
Records Management	-257,074	-173,860	68%	-9,334	4%	-183,194
Financial Services	-12,724,303	-8,460,410	66%	-50,102	0%	-8,510,512
Rates	-369,900	-282,024	76%	0	0%	-282,024
Organisational Services	-16,090,031	-11,366,386	71%	-167,325	1%	-11,533,711
Lifestyle & Community Services						
Arts & Culture	-108,183	-68,820	64%	-803	1%	-69,622
Community Development	-879,980	-648,651	74%	-30,373	3%	-679,024
Diversity and Inclusion Activities	-1,000	-6,540	654%	-6,340	634%	-12,880
Events Promotion	-415,000	-252,564	61%	-89,964	22%	-342,527
Families & Children	-27,000	-21,080	78%	0	0%	-21,080
Health and Wellbeing Services	-56,530	-22,070	39%	-15,831	28%	-37,901
Library Services	-1,863,701	-1,331,482	71%	-74,692	4%	-1,406,174
Senior Citizens	-7,000	-6,188	88%	0	0%	-6,188
Youth Services	-202,348	-64,651	32%	-131,091	65%	-195,742
Director Lifestyle & Community	-523,401	-365,295	70%	-2,730	1%	-368,024
Safe Communities	-70,797	-35,136	50%	-8,881	13%	-44,017
Public Relations and Communications	-639,759	-362,054	57%	-25,611	4%	-387,664
Animal Management	-180,852	-119,499	66%	-29,895	17%	-149,394
Parking & Other Ranger Services	-892,353	-694,219	78%	-4,547	1%	-698,766
Lifestyle & Community Services	-5,867,904	-3,998,246	68%	-420,757	7%	-4,419,004
City Growth & Operations						
Aquatic Centre	-767,796	-514,255	67%	-17,732	2%	-531,987
Archer Sports Club	-256	-160	62%	0	0%	-160
Civic Centre	-399,563	-283,839	71%	-110,531	28%	-394,370
Depot	-73,646	-54,815	74%	-5,601	8%	-60,416
Driver Resource Centre	-17,921	-12,394	69%	-3,895	22%	-16,289
Emergency Operations	-33,000	-39,388	119%	-515	2%	-39,903
Gray Community Hall	-31,618	-14,146	45%	-1,580	5%	-15,726
Director City Growth & Operations	-586,162	-687,443	117%	-32,672	6%	-720,114
Open Space	-4,661,070	-3,093,904	66%	-558,217	12%	-3,652,122
Private Works	-91,373	-58,632	64%	0	0%	-58,632
Recreation Centre	-248,763	-151,465	61%	-61,813	25%	-213,278
Roads & Transport	-2,220,675	-1,315,461	59%	-199,132	9%	-1,514,593
Stormwater Infrastructure	-234,350	-144,916	62%	-10,818	5%	-155,734
Street Lighting	-770,000	-564,383	73%	-31,517	4%	-595,900
Subdivisional Works	-112	-224	200%	0	0%	-224
Waste Management	-6,417,545	-3,919,607	61%	-251,039	4%	-4,170,646
Odegaard Drive Investment Property	-137,232	-91,269	67%	-660	0%	-91,929
Durack Heights Community Centre	-22,689	-10,155	45%	-6,126	27%	-16,281
CBD Car Parking	-126,809	-70,812	56%	0	0%	-70,812
Goyder Square	-63,000	-35,044	56%	-5,700	9%	-40,744
City Growth & Operations	-16,903,581	-11,062,313	65%	-1,297,546	8%	-12,359,859
	-40,644,985	-27,653,695	68%	-1,922,290	5%	-29,575,985

COUNCIL AGENDA

Attachment 13.1.1.1

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 March 2021

% of year passed
Cashflowed Estimate of Budget YTD

75%
40%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-1,910,337	-148,859	8%	0	0%	-148,859
Financial Services	-713,415	-221,061	31%	0	0%	-221,061
Organisational Services	-2,623,753	-369,919	14%	0	0%	-369,919
Arts & Culture	-65,000	0	0%	0	0%	0
Library Services	-680,000	-250,919	37%	-138,374	20%	-389,294
Director Lifestyle & Community	-80,000	-32,700	41%	-49,360	62%	-82,060
Lifestyle & Community Services	-825,000	-283,619	34%	-187,734	23%	-471,353
City Growth & Operations						
Aquatic Centre	-301,273	-583,315	194%	-21,214	7%	-604,529
Civic Centre	-55,000	-2,220	4%	-8,795	16%	-11,015
Depot	-382,030	-6,289	2%	0	0%	-6,289
Driver Resource Centre	-20,000	0	0%	0	0%	0
Gray Community Hall	-1,505,000	-120,102	8%	-81,819	5%	-201,921
Director City Growth & Operations	-752,629	-189,670	25%	-380,586	51%	-570,256
Open Space	-3,355,280	-1,014,169	30%	-306,822	9%	-1,320,992
Recreation Centre	-460,393	-204,439	44%	-39,825	9%	-244,264
Roads & Transport	-2,228,721	-392,914	18%	-86,608	4%	-479,522
Stormwater Infrastructure	-150,000	-40,412	27%	-77,766	52%	-118,179
Street Lighting	-651,963	-651,331	100%	-4,125	1%	-655,456
Subdivisional Works	-275,620	-158,471	57%	-81,308	30%	-239,779
Waste Management	-276,335	-96,482	35%	-55,145	20%	-151,627
Durack Heights Community Centre	-65,000	-6,500	10%	0	0%	-6,500
City Growth & Operations	-10,479,244	-3,466,315	33%	-1,144,014	11%	-4,610,329
	-13,927,997	-4,119,854	30%	-1,331,748	10%	-5,451,601

COUNCIL AGENDA Attachment 13.1.1.1

Section 2 Financial Results 2.2 Reserves Schedule

	Balance	TO RESERVES					FROM RESERVES					Balance
	as at	Original	Carry Forwards	Budget Reviews		Adopted	Original	Carry Forwards	Budget Review		Adopted	as at
	1/07/2020	Budget \$	& Rollovers \$	1st Review \$	2nd Review \$	Budget \$	Budget \$	& Rollovers \$	1st Review \$	2nd Review \$	Budget \$	30/06/2021
Externally Restricted Reserves												
Unexpended Grants Reserve	456,846	300,000	0	250,000	0	550,000	250,000	0	42,708	3,445	296,153	710,693
	456,846	300,000	0	250,000	0	550,000	250,000	0	42,708	3,445	296,153	710,693
Internally Restricted Reserves												
Election Expenses Reserve	150,000	0	0	0	0	0	0	0	0	0	0	150,000
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	500,000
Unexpended Capital Works Reserve	2,597,173	0	0	0	0	0	0	1,400,050	1,197,123	0	2,597,173	0
Developer Funds In Lieu Of Construction	1,786,459	162,730	0	0	203,787	366,517	516,000	0	2,213	0	518,213	1,634,763
Waste Management Reserve	2,142,278	68,020	0	8,821	0	76,841	190,000	0	144,400	0	334,400	1,884,719
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	0	0	0	0	0	0	0	0	614,949
	7,790,859	230,750	0	8,821	203,787	443,358	706,000	1,400,050	1,343,736	0	3,449,786	4,784,431
Unrestricted Reserves												
Working Capital Reserve	9,546,226	0	0	0	0	0	997,179	0	1,547,245	1,170,500	3,714,924	5,831,302
	9,546,226	0	0	0	0	0	997,179	0	1,547,245	1,170,500	3,714,924	5,831,302
Total Reserve Funds*	17,793,931	530,750	0	258,821	203,787	993,358	1,953,179	1,400,050	2,933,688	1,173,945	7,460,862	11,326,427


Approved by: Manager Finance

COUNCIL AGENDA

Attachment 13.1.1.1

Section 2

Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/03/2021

COUNTERPARTY	RATING	AMOUNT	INTEREST RATE	MATURITY DATE	DAYS TO MATURITY	INSTITUTION TOTALS	%COUNTER PARTY
People's Choice Credit Union	S&P A2	\$ 6.79	0.00%			\$ 6.79	0.00%
AMP	S&P A2	\$ 1,500,000.00	0.80%	April 21, 2021	21		
AMP	S&P A2	\$ 1,500,000.00	0.80%	June 30, 2021	91		
AMP	S&P A2	\$ 1,500,000.00	0.70%	September 22, 2021	175		
AMP	S&P A2	\$ 1,500,000.00	0.75%	November 3, 2021	217	\$ 6,000,000.00	25.90%
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.60%	May 5, 2021	35		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	July 28, 2021	119		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	August 25, 2021	147	\$ 4,500,000.00	19.43%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	May 19, 2021	49		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.65%	July 14, 2021	105		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 6, 2021	189		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 20, 2021	203		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	November 17, 2021	231	\$ 5,000,000.00	21.58%
National Australia Bank	S&P A1+	\$ 7,660.49	0.31%				
National Australia Bank	S&P A1+	\$ 157,331.25	0.31%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.75%	June 2, 2021	63		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	June 16, 2021	77	\$ 3,164,991.74	13.66%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	December 15, 2021	259	\$ 4,664,991.74	20.14%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	February 23, 2022	329	\$ 6,164,991.74	26.61%
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.33%	March 9, 2022	343	\$ 7,664,991.74	33.09%
TOTAL SHORT TERM INVESTMENT		\$ 23,164,998.53		Average Days to Maturity	156		

% OF TOTAL INVESTMENT PORTFOLIO	A1 (max 100%) 54.3%	A2/P2 (max 60%) 45.7%	A3 (max 40%) 0%	100%
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Weighted Average Rate	0.53%	BBSW 90 Day Rate Benchmark	0.035%
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GENERAL BANK FUNDS	\$ 7,429,928.36	Total Budget Investment Earnings	-\$ 400,000.00
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TOTAL ALL FUNDS	\$ 30,594,926.89	Year to Date Investment Earnings	-\$ 127,522.54
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PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,200,000	\$ 371,800	\$ 97,218	\$ 274,582	117,107


 Approved by: Manager Finance

Section 2
Financial Results

2.4 Debtor Control Accounts

31 March 2021

SUNDRY DEBTORS:								
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS		
	79,908.43	36,664.37	38,540.00	-	137.95	4,566.11		
RATES:								
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME					
Mar-21	\$3,258,165	\$734,449	11.23%					
Mar-20	\$3,081,885		10.73%					
TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES								
Year	Charged in 2020/2021	Charged in 2019/2020	Charged in 2018/2019	Charged in 2017/2018	Charged in 2016/2017	Charged in 2015/2016	Charged in 2014/2015	Charged in 2013/2014
Overdue Amount	\$2,613,973	\$346,065	\$182,625	\$69,470	\$32,440	\$11,887	\$1,413	\$291
Cumulative Number Of Properties	2082	342	146	57	32	13	5	1
INFRINGEMENTS:		\$						
Animal Infringements		145,457.23						
Public Places		10,056.00						
Parking Infringements		148,132.54						
Litter Infringements		875.00						
Signs		0.00						
Other Law and Order		0.00						
Net Balance on Infringement Debts		<u><u>304,520.77</u></u>						

Approved by: Manager Finance

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2021	2020	2019	2018
Operating Surplus Ratio					
Total Operating Surplus/Deficit	0.00%	-22.84%	-18.87	-23.02%	-26.12%
Total Operating Income					
This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget.					
Debt Service Ratio (External Loans)					
Net Debt Service Cost	<5%	0.72%	0.80%	0:00%	0:00%
Operating Revenue					
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.					
Rate Coverage Percentage					
Rate Revenues	60%-75%	66.44%	54.69%	48.34%	56.67%
Total Revenues					
This indicator shows the percentage of total revenue raised through rates income.					
Rates & Annual Charges Outstanding Percentage					
Rates & Annual Charges Outstanding	<5%	11.23%	5.08%	3.84%	3.39%
Rates & Annual Charges Collectible					
This percentage shows Council's total rates outstanding against rates payable to Council in this financial year. The rate will decrease as instalment dates pass.					

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid March 2021

	Creditor Name	Creditor Payment Type	Amount \$
112	Beaurepaires	General Creditors	1,888.40
1607	Sterling NT Pty Ltd	General Creditors	59,721.66
18	Integrated Land Information System	General Creditors	85.20
1963	Western Australian Local Government	General Creditors	1,106.00
2	Australian Taxation Office - PAYG	General Creditors	185,896.00
2009	The Big Mower (NT) Pty Ltd	General Creditors	449.55
201	Spotless Facility Services Pty Ltd (T/A Ensign)	General Creditors	74.22
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,657.99
2186	Optus Billing Services Pty Ltd	General Creditors	1,932.00
2199	SBA Office National	General Creditors	4,603.13
22	Norsign Pty Ltd	General Creditors	845.90
2238	Hollands Print Solutions Pty Ltd	General Creditors	1,119.00
2336	Flick Anticimex Pty Ltd	General Creditors	5,505.33
2394	Pola Seal Pty Ltd	General Creditors	770.00
256	The Bookshop Darwin	General Creditors	421.02
2587	Top End RACE	General Creditors	56,800.21
26	Viva Energy Australia Ltd	General Creditors	4,825.53
272	City Wreckers	General Creditors	308.00
2915	Territory Uniforms	General Creditors	809.00
2977	Optic Security Group NT	General Creditors	6,004.54
3098	Roadshow Films Pty Ltd	General Creditors	308.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	1,726.53
3313	Zip Print	General Creditors	132.00
3438	NT Shade & Canvas Pty Ltd	General Creditors	693.00
35	WINC Australia Pty Limited	General Creditors	1,084.68
3504	Raeco International Pty Ltd	General Creditors	396.00
353	Otis	General Creditors	2,707.98
3594	Comics NT	General Creditors	766.00
3787	Total Event Services T/A Top End Sounds P/L	General Creditors	1,760.00
3788	HPA Incorporated	General Creditors	180.00
3829	Fairy Jill's Enchanted Entertainment	General Creditors	1,023.00
3879	Litchfield Council	General Creditors	396.55
3880	PAWS Darwin Limited	General Creditors	806.00
399	St John Ambulance (NT) Incorporated	General Creditors	1,013.36
4007	The Ark Animal Hospital Pty Ltd	General Creditors	5,950.21
4029	Totally Workwear Palmerston	General Creditors	631.00
4065	Southern Cross Protection Pty Ltd	General Creditors	4,302.24
4120	EnvisionWare Pty Ltd	General Creditors	3,120.70
4190	National Australia Bank	General Creditors	43,222.90
4398	Quality Indoor Plants Hire	General Creditors	927.29
4508	News 4 U	General Creditors	300.00
4528	Miranda's Armed Security Officers Pty	General Creditors	426.80
4561	Bendesigns	General Creditors	1,929.33
4679	iSentia Pty Ltd	General Creditors	1,684.32
47	Telstra Corporation Ltd	General Creditors	9,307.99
4737	D & L Plumbing & Gasfitting	General Creditors	1,232.00
4871	Reface Industries	General Creditors	2,044.55
4883	Creative Light Studios - Shane Eecen	General Creditors	1,870.00
5	Australia Post	General Creditors	4,226.24
5023	National Australia Bank	Investment	4,500,000.00
5031	All Aspects Recruitment & HR Services	General Creditors	31,411.26
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	2,927.22
5104	JLM Contracting Services Pty Ltd	General Creditors	179,002.79
5254	True North	General Creditors	1,277.10
5272	Greville Fabrication Pty Ltd	General Creditors	2,145.00
5315	Adamant Property Services Pty Ltd	General Creditors	4,799.33

COUNCIL AGENDA

Attachment 13.1.1.1

	Creditor Name	Creditor Payment Type	Amount \$
54	Powerwater	Utilities	123,937.71
5410	Majestix Media Pty Ltd	General Creditors	484.00
5435	Access Hardware (NT) Pty Ltd	General Creditors	667.52
549	City of Darwin	General Creditors	104,743.38
5508	Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	8,071.51
5525	Easyweb Digital Pty Ltd	General Creditors	10,745.88
5615	EcOz Environmental Consulting	General Creditors	9,319.20
5640	Think Water - Winnellie & Virginia	General Creditors	7,917.14
5641	Northern Planning Consultants Pty Ltd	General Creditors	16,143.00
5651	Minter Ellison Lawyers	General Creditors	4,878.50
566	Stickers & Stuff	General Creditors	2,309.00
639	Cleanaway Pty Ltd.	General Creditors	165,309.44
798	YMCA of the Northern Territory	General Creditors	57,445.45
87	Industrial Power Sweeping Services Pty	General Creditors	26,388.64
938	Nightcliff Electrical	General Creditors	24,718.42
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	202.95
V00101	Bellamack Pty Ltd	Refunds & Reimbursements	30,000.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V00250	Ward Keller	General Creditors	1,138.50
V00271	Fuji Xerox Business Centre NT	General Creditors	2,831.55
V00295	Jacana Energy	Utilities	42,283.23
V00318	StatewideSuper Clearing House	Superannuation	76,508.39
V00368	iWater NT	General Creditors	16,395.50
V00399	Palmerston and Regional Basketball Association	General Creditors	982.90
V00474	Lane Communications	General Creditors	2,426.93
V00475	Outback Batteries	General Creditors	1,625.40
V00542	Industry Health Solutions	General Creditors	1,045.00
V00545	Earl James & Associates	General Creditors	14,300.00
V00582	Ezko Property Services (Aust) Pty Ltd	General Creditors	3,886.10
V00599	Athina Pascoe-Bell	Elected Members	8,492.12
V00614	RTM - Dept. of the Attorney General and Justice	General Creditors	2,090.00
V00682	Leigh Dyson Plumbing	General Creditors	1,089.00
V00692	Yellow Rose Cleaning Service	General Creditors	485.00
V00694	Subscribe-Software Pty Ltd	General Creditors	15,529.27
V00730	Tip Top Circus Entertainment	General Creditors	560.00
V00765	Picture Framing Darwin	General Creditors	988.00
V00773	Akron Group NT Pty Ltd	General Creditors	93,366.63
V00860	Costojic Pty Ltd	General Creditors	1,260.00
V00902	Coles Motors	General Creditors	1,685.50
V00937	Albright Consulting Engineers	General Creditors	2,530.00
V00939	Defend Fire Services Pty Ltd	General Creditors	3,361.43
V00943	Rentokil Initial P/L - T/a NT Pest & Weed Control	General Creditors	165.00
V00992	Top End Upholsterers & Motor Trimmers	General Creditors	220.00
V00994	Frangipani Farm	General Creditors	100.00
V01009	Australian Parking and Revenue Control Pty Limited	General Creditors	6,765.00
V01069	Zest for Life Zumba - Sophie M Nicaise	General Creditors	150.00
V01088	RTM - Dept of Infrastructure, Planning & Logistics	General Creditors	315.00
V01118	Wilson Security Pty Ltd	General Creditors	3,854.12
V01232	Mark D Blackburn	General Creditors	1,054.90
V01234	Mulga Security	General Creditors	833.25
V01277	Express Studios	General Creditors	1,000.00
V01294	Emily Williams Yoga	General Creditors	80.00
V01305	A. Noble & Son Ltd	General Creditors	2,233.00
V01389	Darwin Argos Painting	General Creditors	7,150.00
V01397	RSPCA Darwin	General Creditors	3,965.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,142.38
V01421	Shaun Lee	General Creditors	450.00
V01528	JKW Law Practice Pty Ltd	General Creditors	7,062.00
V01537	Ben's Tree Service Pty Ltd	General Creditors	2,640.00
V01569	Benjamin Giesecke	Elected Members	2,018.11
V01570	Sarah Louise Henderson	Elected Members	2,168.11

COUNCIL AGENDA

Attachment 13.1.1.1

Creditor Name	Creditor Payment Type	Amount \$
V01571 Michael Spick	Elected Members	1,951.44
V01572 Lucy Morrison	Elected Members	1,868.11
V01573 Amber Garden	Elected Members	2,318.11
V01574 Dr Thomas A Lewis OAM	Elected Members	2,994.91
V01579 Damian Hale	Elected Members	1,951.44
V01584 Salary Packaging Australia	General Creditors	7,445.66
V01590 MSKK Pty Ltd T/A Trojon Contractors	General Creditors	1,793.00
V01615 Autopia Management Pty Limited	General Creditors	1,416.80
V01619 Merit Partners Pty Ltd	General Creditors	1,019.70
V01643 KPMG	General Creditors	5,587.56
V01659 Elizabeth Middleton	Refunds & Reimbursements	20.93
V01760 NT Art Storms	General Creditors	198.00
V01769 Snows Run (NT) Pty Ltd T/as Territory Green Waste	General Creditors	100.00
V01785 M&S Mowing Plus	General Creditors	2,901.80
V01810 Jacana Energy - Payroll Deductions	General Creditors	860.00
V01812 C R Campbell - Electrical and Data Contractors	General Creditors	5,252.94
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	9,043.78
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	100,432.30
V01906 Darwin Automotive Pty Ltd (Darwin Motor Group)	General Creditors	221.19
V01936 Arjays Sales & Services Pty Ltd	General Creditors	1,673.10
V01938 Windcave Pty Limited	General Creditors	49.50
V02001 Deborah McLellan	Refunds & Reimbursements	400.00
V02015 Darwin Mazda	General Creditors	334.90
V02075 FL Pools Pty Ltd T/a Figleaf Pool Products	General Creditors	1,430.00
V02104 Darwin Carpets & Vinyls Pty Ltd	General Creditors	1,485.00
V02112 RTM - Corporate and Strategic Services - AGD	Refunds & Reimbursements	2.00
V02160 Drag Territory	General Creditors	900.00
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	5,512.32
V02167 Sanity Music Stores Pty Ltd	General Creditors	1,932.64
V02198 Total Glass Solutions NT Pty Ltd	General Creditors	15,840.00
V02229 Studio B Designs	General Creditors	4,283.40
V02272 Plants Direct NT	General Creditors	1,425.00
V02277 Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	4,990.00
V02285 Territory Native Plants	General Creditors	537.90
V02306 Well Done International Pty Ltd	General Creditors	1,462.34
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	554.40
V02369 Maher Raumteen Solicitors	General Creditors	3,630.00
V02521 Darwin Commercial Construction and Maintenance Pty	General Creditors	36,175.70
V02534 Water Dynamics Pty Limited	General Creditors	521.88
V02545 Amazon Web Services Inc	General Creditors	1.95
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	3,473.63
V02565 Chidanpee Cultural Enterprises	General Creditors	600.00
V02587 Karen Maslin	Refunds & Reimbursements	50.00
V02604 James Bennett Pty Ltd	General Creditors	2,418.90
V02616 ELB Pty Ltd	General Creditors	7,470.50
V02688 Skye Frost	Refunds & Reimbursements	36.60
V02814 Agon Environmental Pty Ltd	General Creditors	16,619.90
V02854 Captovate Pty Ltd	General Creditors	77,000.00
V02861 PETstock (Darwin) Pty Ltd T/A PETstock Berrimah	General Creditors	149.99
V02904 Dynamic Gift International Pty Ltd	General Creditors	1,497.87
V02974 Rubidium Light Pty Ltd	General Creditors	495.00
V02992 Balloon Events & More	General Creditors	140.00
V03035 Darwin Mobile Detailers	General Creditors	300.00
V03038 Territory Graphics Pty Ltd T/as RISE Sign & Print	General Creditors	99.00
V03072 Larrakia Development Corporation	General Creditors	7,857.70
V03176 Fuji Xerox Australia Pty Limited	General Creditors	4,119.50
V03179 Douglas Partners Pty Ltd	General Creditors	11,737.00
V03222 Matrix on Board Training Pty Ltd	General Creditors	8,965.00
V03230 Service Body Manufact Aust T/a CSM Service Bodies	General Creditors	41,586.05
V03255 Joanna del Nido	General Creditors	15,200.00
V03259 Locklins Landscape Gardening	General Creditors	154.00

COUNCIL AGENDA

Attachment 13.1.1.1

Creditor Name	Creditor Payment Type	Amount \$
V03271 Janet Codog	Refunds & Reimbursements	125.00
V03282 WSP Australia Pty Limited	General Creditors	1,100.00
V03286 Amber Muir-McKay	Refunds & Reimbursements	50.00
V03298 QEC Distribution (Aust)	General Creditors	359.16
V03301 The Clear Writing Coach - Samantha McCue	General Creditors	5,500.00
V03305 Halfpennys Lawyers Pty Ltd	General Creditors	4,400.00
V03308 Gundjeihmi Aboriginal Corporation	General Creditors	2,200.00
V03309 Ausiana Event Organizer - Linda Reeves	General Creditors	1,200.00
V03310 Wesley Zhang	Refunds & Reimbursements	315.79
V03311 Lucky Ent Pty Ltd	General Creditors	4,400.00
V03312 Priority Management Australia Pty Ltd	General Creditors	1,963.50
V03313 Crom Pty Ltd T/as Dig Hard Excavations	General Creditors	1,658.25
V03314 Sine Group Pty Ltd	General Creditors	887.70
V03316 Carly Brown	General Creditors	150.00
V03323 Undergrowth Pty Ltd T/a Cinemart	General Creditors	1,100.00
V03324 Tafadzwa Gwanzura	Refunds & Reimbursements	125.00
V03325 Linda Kapitula	Refunds & Reimbursements	980.00
V03326 Erika Reid - Emma Douglas	General Creditors	150.00
V03329 Zuccoli Primary School	Grants, Sponsorships, Donations & Prizes	100.00
V03330 H Lay and Q Do	Refunds & Reimbursements	860.00
V03331 Evanthis Billiris	Refunds & Reimbursements	298.85
V03332 Progress Motors	General Creditors	990.00
V03333 Cherie Teepe	Refunds & Reimbursements	91.95
V03334 UT and S Coghlan	Refunds & Reimbursements	429.00
V03338 Margaret Headley	Refunds & Reimbursements	50.00
V03339 Kelsey Rouse	Refunds & Reimbursements	18.00
V03340 Kylie Fleming	Refunds & Reimbursements	58.00
V03341 Tina Jacobson	Refunds & Reimbursements	50.00
V03342 Get Realty	Refunds & Reimbursements	429.00
V03343 GL Rowlands	Refunds & Reimbursements	434.00
V03344 Knight Properties (NT) Pty Ltd	Refunds & Reimbursements	429.00
V03345 Melisa Ursino	Refunds & Reimbursements	81.16
V03347 Vicki Robertson	Refunds & Reimbursements	1,161.70
V03350 SA Fraser and ST Veal	Refunds & Reimbursements	600.00
V03351 Laura Ruykys	Refunds & Reimbursements	50.00
V03352 Christina Wright	Refunds & Reimbursements	50.00
V03353 Tom Murphy	Refunds & Reimbursements	917.01
		6,549,048.02
Percentage of this month's payments made to local suppliers (excludes investments placed)		87%
		
Approved by: Manager Finance		

SECTION 2


Financial Results

2.7 - Creditor Accounts Outstanding March 2021

Creditor No.	Creditor Name	Amount \$
112	Beaurepaires	473.98
1607	Sterling NT Pty Ltd	230,842.49
201	Spotless Facility Services Pty Ltd (T/A Ensign)	49.48
2064	Larrakia Nation Aboriginal Corporation	450.00
2199	SBA Office National	772.25
2238	Hollands Print Solutions Pty Ltd	1,148.00
256	The Bookshop Darwin	1,985.85
272	City Wreckers	154.00
289	Bolinda Publishing Pty Ltd	149.51
2977	Optic Security Group NT	1,868.68
3313	Zip Print	203.50
35	WINC Australia Pty Limited	474.57
3787	Total Event Services T/A Top End Sounds P/L	5,175.50
3880	PAWS Darwin Limited	8,050.00
4029	Totally Workwear Palmerston	627.40
4561	Bendesigns	709.78
4678	Allabout Party Hire & Events - Darwin Party Hire	200.00
47	Telstra Corporation Ltd	617.31
48	Top End Line Markers Pty Ltd	1,487.20
5104	JLM Contracting Services Pty Ltd	59,136.22
5508	Open Systems Technology Pty Ltd - CouncilFirst	44,037.11
5525	Easyweb Digital Pty Ltd	4,554.28
5676	Royal Wolf Trading Australia Pty Ltd	450.19
59	City of Palmerston	237.05
639	Cleanaway Pty Ltd.	164,754.56
V00246	Cohera-Tech Pty Ltd	410.00
V00318	StatewideSuper Clearing House	10,707.11
V00582	Ezko Property Services (Aust) Pty Ltd	13,919.25
V00773	Akron Group NT Pty Ltd	41,569.39
V01022	Quality Plumbing & Building Contractors Pty Ltd	2,387.00
V01234	Mulga Security	444.40
V01303	NAPCAN	750.00
V01420	CENTRELINK (PAYROLL)	442.33
V01517	Australia Wide Taxation & Payroll Training	495.00
V01615	Autopia Management Pty Limited	708.40
V01741	Northern Territory Mental Health Coalition	160.00
V01756	Democracy Co Unit Trust	3,300.00
V01810	Jacana Energy - Payroll Deductions	430.00
V01812	C R Campbell - Electrical and Data Contractors	1,936.00
V01842	Ella Day	250.00
V01860	Hays Specialist Recruitment (Australia) Pty Ltd	3,214.62
V01879	Fire and Safety Australia Pty Ltd	275.00
V01904	Veolia Environmental Service (Australia) Pty Ltd	97,376.21
V01958	Ross Kourounis T/A Rossi Architects	9,658.00
V02038	Michael Maher - S.L.M	1,152.80
V02162	RMI Security - Conigrave Pty Ltd	3,369.79
V02167	Sanity Music Stores Pty Ltd	78.99

COUNCIL AGENDA

Attachment 13.1.1.1

Creditor No.	Creditor Name	Amount \$
V02277	Mowbray Investments Pty Ltd - On The Menu Catering	715.00
V03035	Darwin Mobile Detailers	440.00
V03199	Rachel Wharam	120.00
V03204	Pangola Pets	500.00
V03293	Karunika Pamarathne	100.00
V03356	E I Emurugat	783.00
V03359	I B Bryant	441.00
V03360	Stephanie Segura	125.00
		724,867.20
 Approved by: Manager Finance		

COUNCIL AGENDA Attachment 13.1.1.1

Section 2 Financial Results

2.8 - Waste Charges as at 31 March 2021 Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,900,590	6,929,181	0	6,929,181	100%
Income	6,900,590	6,929,181	0	6,929,181	100%
Operating Expenditure					
Employee Costs	-840,533	-560,368	0	-560,368	67%
Professional Services	-275,900	-93,938	-74,826	-168,764	61%
Grants / Donations/Contributions Paid	-20,000	-2,000	0	-2,000	10%
Utilities	-11,912	-7,534	0	-7,534	63%
Street Sweeping	-320,000	-201,797	-23,667	-225,465	70%
Litter Collection	-520,000	-142,751	-51,045	-193,795	37%
Domestic Bin Collection	-2,205,200	-1,291,019	-1,439	-1,292,458	59%
Waste Removal	0	-7,879	0	-7,879	0.00%
Slashing of Long Grass	0	-12,828	-3,650	-16,478	0.00%
Community Programs & Events	-10,000	0	0	0	0%
Kerb Side Collections	-153,000	-153,414	-70,848	-224,262	147%
Tip Recharge Domestic Bin collection	-755,000	-557,058	0	-557,058	74%
Transfer Station	-1,150,000	-678,164	0	-678,164	59%
Loan Repayments	-46,000	-24,527	0	-24,527	53%
Tip Recharge Transfer Station	-440,000	-207,037	-28,445	-235,481	54%
Operating Expenditure	-6,747,545	-3,940,313	-253,919	-4,194,232	62%
Capital Expenditure					
Reserve Funded Capital Works	-180,000	0	0	0	0%
Capital Expenditure	-180,000	0	0	0	0%
Borrowings					
Repayments - Archer Loan Principal	-228,223	-112,660	0	-112,660	49%
Borrowings	-228,223	-112,660	0	-112,660	49%
Profit/(Loss)	-255,178	2,876,208	-253,919	2,622,289	

Approved by: Manager Finance

Section 2
Financial Results

2.9 - Commercial Leases as at
Commercial Leases

31 March 2021

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	22,676	28,352	0	28,352	125%
Director Organisational Services	50,012	46,225	0	46,225	92%
Civic Centre	104,999	105,000	0	105,000	100%
Income	177,687	179,576	0	179,576	101%
Expenditure					
Director Organisational Services	-11,000	-8,179	0	-8,179	74%
Expenditure	-11,000	-8,179	0	-8,179	74%
Profit/(Loss)	166,687	171,397	0	171,397	

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

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

McGees Management Fees charged to Director Organisational Services each month



Approved by: Manager Finance

Section 2 Financial Results

2.10 - Council Loans

31 March 2021

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$
Expenditure				
LED Lighting PR6JECT-3 Making the Switch	3,223,849	3,223,849	116,970	3,340,819
Public Lighting Officer 2019/20	114,000	114,000	340	114,340
Public Lighting Officer 2020/21	116,000	87,000	346	87,346
Expenditure	3,453,849	3,424,849	117,657	3,542,506

The above costs relating to the internal loan are over the life of the project to date, including the expenditure from the 2018/19 and 2019/20 financial years. The interest rate is fixed at 2.60% for the duration of the loan.

The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer and interest incurred.

Internal Loan - Making the Switch Repayments

	Internal Loan \$	Prior Year Repayments \$	Current Year Repayments \$	Total \$	Outstanding Balance \$
Expenditure					
Making the Switch	3,542,506	200,000	0	200,000	3,342,506
	3,542,506	200,000	-	200,000	3,342,506

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	334,308	77,637	411,945	1,625,692
	1,960,000	334,308	77,637	411,945	1,625,692

The External Loan - Archer Landfill Rehabilitation is for a term of 8 years commencing 28 June 2019 and concluding 30 June 2027. The interest rate is fixed at 2.78% for the duration of the loan.



Approved by: Manager Finance

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Community Benefit Scheme Update - March 2021
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Community Services Officer, Tess Riches
APPROVER:	Community Services Lead, Tom Murphy

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 the Community Benefit Scheme (CBS) 2020/2021 successful applications to date.

KEY MESSAGES

- City of Palmerston provides funding to eligible community groups that offer activities, projects and services to assist Council to deliver on City of Palmerston's vision of "A Place for People".
- The CBS budget for the current financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$109,050 has been expended and \$20,950 remains available.
- Eight successful applications for representation support have been processed this month.
- Two grant applications have been received for consideration by Council; one was successful at the 16 March 2021 Council meeting.
- One scholarship application has been received for consideration by Council.
- 13 schools (one school has two campuses) have accepted the \$100 City of Palmerston Community Service Award funding offer, utilising a total of \$1,400 in funding.
- It is likely that the remaining CBS budget will be expended before end of financial year, however, the Environmental Initiatives grants are anticipated to not be fully expended.
- All businesses awarded COVID-19 Special Response grant funding in 2020 have acquitted funds.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - March 2021 be received and noted.

BACKGROUND

City of Palmerston provides funding to eligible community groups which offer activities, projects, and services that assist Council to deliver on its Community Plan outcomes and objectives.

Individuals and sporting teams are supported with funding to assist representation at local, interstate and (when possible) international events and activities. Travel restrictions due to the COVID-19 pandemic have impacted the number of applications for this category of funding however Council is now receiving more applications from residents than last year.

Community Benefit Scheme applications are accepted year-round, and the scheme is promoted at every opportunity, so it is anticipated that applications for representation support and other funding categories will continue to increase, subject to pandemic restrictions that may be imposed. It is likely that the remainder of the CBS budget will be expended before close of financial year.

Council maintains a proactive and positive approach to developing and offering initiatives to benefit the community in response to the ongoing COVID-19 pandemic. Initiatives such as the extension of free venue hire negate the need for application for in-kind support for that purpose; if/when venue fees are reintroduced applications for waived fees will also reoccur.

Acquittals by businesses that were successful with COVID-19 Special Response funding applications in June 2020 are complete.

DISCUSSION

A copy of City of Palmerston Approved CBS Applications, March 2021 Update is provided as **Attachment 13.1.2.1**

One application for representation support from a resident was received and approved to assist him to compete in the National Touch League Competition in Coffs Harbour in March.

Two applications for representation support from residents were received and approved to assist them to compete in the U15 Girls Hockey team – Australian Hockey Championships in Bathurst NSW in April.

Five applications for representation support from residents were received and approved to assist them to compete in their respective teams at the 2021 Netball Championships in Alice Springs, in April to May.

Thirteen of fifteen Palmerston schools have now accepted the City of Palmerston Community Service Awards funding of \$100 per school, utilising a total of \$1,400 in funding (one school has two campuses for different age ranges). Schools that have not so far accepted the funding offer have been reinvited to do so before the end of the financial year.

Council approved the funding application from Riding for the Disabled in the Top End Inc. for \$7,600 to improve access to their centre and improve the outdoor arena, as per the application presented by Riding for the Disabled in the Top End Inc. at the 16 March 2021 Council meeting.

Two applications require presentation to Council for consideration:

- Council received a scholarship application from resident Monique Stokes for \$3,790 to support her studies in Certificate 4 in Education Support – CHC40213. Council's FIN18 policy requires all requests for scholarships are referred to Council with a recommendation. If successful, the available 2020/2021 CBS funds will be reduced to \$17,160.
- Council has received a grant application for \$20,000 per year for three years, from local organisation, Palmerston and Litchfield Seniors Association. Council's FIN18 policy requires all funding requests in excess of \$2,000 to be referred to Council with a recommendation. This application is for the following (2021/2022) financial year so does not impact on this year's CBS budget.

CONSULTATION PROCESS

Council continues to actively promote the CBS, especially the Environmental Initiatives grant component as that has \$18,000 remaining in its budget. Discussions are underway with eligible community groups that may be supported with this funding; forthcoming applications will be presented to Council for consideration.

A new motion infographic video is promoting the CBS across our social media platforms.



(Images: stills from the infographic video.)

The Environmental Initiatives Grants are being advertised via an advert used for print and social media.



(Image: Environmental Initiatives advert.)

The following City of Palmerston staff were consulted in preparing this report:
City Sustainability Manager, City Growth and Operations

POLICY IMPLICATIONS

Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships*.

BUDGET AND RESOURCE IMPLICATION

The CBS budget for the 2020-2021 financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$109,050 has been expended and \$20,950 remains available.

If the application currently before Council for consideration is approved in total, the available funds will be \$17,160.

Continued demand for funding by eligible applicants suggests that the remaining budget will be expended by the end of the financial year.

The budget for the 2021 financial year for Environmental Initiative grants under the CBS is \$20,000. Currently \$2,000 has been expended with \$18,000 remaining to the community for new projects.

Environmental Initiatives grants are anticipated to have a budget remainder by end of financial year, however, officers are working to further promote this opportunity to eligible organisations with projects currently in planning.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

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

Council is responsible for the effective, efficient and transparent distribution of the Community Benefit Scheme budget. There is a risk that the remaining CBS budget will be expended before the end of the financial year. Officers continue to make recommendations based on eligibility and merit. Council may wish to consider the future budget allocations for funding community projects and activities.

There is a risk that the remaining Environmental Initiatives budget is not expended fully by end of financial year. Officers are working to further promote this opportunity to eligible organisations with projects currently in planning and applications are expected.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. City of Palmerston s Approved CBS Applications March 2021 Update [**13.1.2.1** - 5 pages]

City of Palmerston Approved Community Benefit Scheme Applications
March 2021 Update
(Correct to 12 April 2021)

Representation Support (Donation)

Date	Activity	Applicant	Amount Requested	Amount Approved
4.11.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
5.11.2020	NT State Team U13 Tennis Championships – Adelaide SA (postponed, date/venue TBA)	Resident	\$250	\$250
27.11.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
17.12.2020	Evolution Dance Competition National Finals – Gold Coast Qld - 4-10 January 2021	Resident	\$250	\$250
15.02.2021	SA Track and Field Championships	Resident	\$250	\$250
3.03.2021	Touch Football NT team - National touch league comp	Resident	\$250	\$250
3.03.2021	U15 girls hockey team - Aus hockey championships	Resident	\$250	\$250
8.03.2021	U15 girls hockey team - Aus hockey championships	Resident	\$250	\$250
16.03.2021	2021 NT link Netball Championships	Resident	\$250	\$250

COUNCIL AGENDA Attachment 13.1.2.1

18.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
23.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
24.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
29.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
Representation Support			\$3,250	\$3,250

Sponsorships, Donations and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazaly's /Palmerston Golf Club (agreement concludes 2020/2021)	\$30,000	\$30,000
3 year Sponsorship	Palmerston & Rural Seniors Fortnight	Palmerston & Litchfield Seniors Committee (agreement concludes 2020/2021)	\$20,000	\$20,000
3 Year Sponsorship	ANZAC Day Services	RSL Palmerston Subbranch	\$10,000	\$10,000
13.02.2020	Open Court Session	Tennis NT (event reinstated after cancelled due to COVID-19)	\$2,000	\$2,000
16.07.2020	Tiwi Fishing Program 3 year Sponsorship	Reeling Veterans Inc.	\$10,000	\$10,000
18.09.2020	Autism NT Luncheon 2020	Autism NT	\$2,000	\$2,000
7.09.2020	2020-21 Season	Palmerston Magpies Football Club	\$5,000	\$5,000
12.10.2020	PRFC wet and FNT seasons 2021	Palmerston Rovers Football Club	\$5,000	\$5,000

COUNCIL AGENDA Attachment 13.1.2.1

16.11.2020	Sponsorship 2021	Palmerston Netball Association Inc	\$8,000	\$5,000
15.11.2020	Prayer Garden	Good Shepherd Lutheran School	\$5,000	\$5,000
08.01.2020	Walking Off the War Within WALK 1 May 2021	Walking Off the War Within (event reinstated after cancelled due to COVID-19)	\$2,000	\$1,000
25.11.2020	Sponsorship - Shirts	Palmerston Scouts Group	\$1,800	\$1,800
28.01.2021	Community access RDATE	Riding for The Disabled in the Top End	\$7,600	\$7,600
Sponsorships, Donations and Grants			\$108,400	\$104,400

In-Kind Support (Non-Venue Hire)

Date Received	Activity	Applicant	Amount Requested	Amount Received
In-Kind Support			nil	nil

Scholarships

Date Received	Applicant	Amount Requested	Amount Received
Scholarships		nil	nil

Annual School Awards

Date Received	School	Amount Requested	Amount Received
27.08.2020	Forrest Parade School	\$100	\$100
27.08.2020	Good Shepherd Lutheran College Palmerston Campus	\$100	\$100
27.08.2020	Rosebery Primary School	\$100	\$100
31.08.2020	Woodroffe Primary School	\$100	\$100
13.10.2020	Palmerston Christian School	\$100	\$100
15.10.2020	MacKillop Catholic College	\$100	\$100
15.10.2020	Palmerston college (two campuses)	\$200	\$200
15.10.2020	Gray Primary School	\$100	\$100
23.10.2020	Driver Primary School	\$100	\$100
23.10.2020	Sacred Heart Primary School	\$100	\$100
7.12.2020	Bakewell Primary School	\$100	\$100
20.10.2020	Moulden Park School	\$100	\$100
10.03.2021	Zuccoli Primary School	\$100	\$100
City of Palmerston Community Service Award		\$1,400	\$1,400

Community Benefit Scheme 2020/2021

Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid \$130,000	\$109,050	\$20,950

Environmental Initiatives Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
25.09.2020	Green Fire Break Trial	Friends of Mitchell Creek Catchment Group	\$2,000	\$2,000
Environmental Initiatives Grant			\$2,000	\$2,000

Community Benefit Scheme 2020/2021 - Environmental Initiatives Grants

Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid \$20,000	\$2,000	\$18,000

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.3
REPORT TITLE:	Palmerston Animal Management Advisory Committee Minutes - March 2021
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Executive Assistant to Chief Executive Officer, Tree Malyan
APPROVER:	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 provides Council with the unconfirmed minutes of the Palmerston Animal Management Advisory Committee from the meeting held on Wednesday 31 March 2021.

KEY MESSAGES

- The Palmerston Animal Management Advisory Committee met on Wednesday 31 March 2021.
- The minutes of the Palmerston Animal Management Advisory Committee meeting held on Wednesday 24 February 2021 were confirmed.
- Regulatory Services Manager facilitated a discussion on the Animal By-Laws Discussion Paper and Survey Questions.

RECOMMENDATION

1. THAT Report entitled Palmerston Animal Management Advisory Committee Minutes - March 2021 be received and noted.
2. THAT the unconfirmed Palmerston Animal Management Advisory Committee minutes provided as **Attachment 13.1.3.1** to the Palmerston Animal Management Advisory Committee Meeting Minutes, 31 March 2021 be received and noted.

BACKGROUND

The Palmerston Animal Management Advisory Committee is an advisory committee to Council consisting of Elected Members, staff, community representatives and stakeholders to further enhance and promote responsible animal management in the Palmerston municipality.

DISCUSSION

The Palmerston Animal Management Advisory Committee was held Wednesday 31 March 2021 with the unconfirmed minutes provided at **Attachment 13.1.3.1**

Items considered by the Committee during this meeting included a facilitated discussion presented by the Regulatory Services Manager on the Animal Management By-Laws Review Discussion Paper and Survey Questions which is currently out for public consultation. Committee members engaged in the

discussion and were asked to include their questions and comments in their online survey responses. Committee members were further requested to promote the consultation through their various networks.

CONSULTATION PROCESS

Public Consultation on the Animal Management By-Laws concludes on 8 May 2021.

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

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

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. 20210331 - PALMERSTON ANIMAL MANAGEMENT UNCONFIRMED MINUTES [13.1.3.1 - 4 pages]



A Place for People

PALMERSTON ANIMAL MANAGEMENT
ADVISORY COMMITTEE **MINUTES**

Minute Book Page 123

CITY OF PALMERSTON

**Minutes of Palmerston Animal Management Advisory Committee Meeting
held in Council Chambers, Civic Plaza, Palmerston
on Wednesday 31 March 2021 at 5:00 pm.**

COMMITTEE MEMBERS	Alderman Amber Garden (Chair) Alderman Sarah Henderson Andrea Ruske Jill Pascoe Katrina Stafford Rebecca Newman
STAFF	Chief Executive Officer, Luccio Cercarelli Regulatory Services Manager, Jocelyn Cull Minute Secretary, Tree Gillam/Cherie Tepee
GALLERY	Nil

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5:01 pm.

3 APOLOGIES

3.1 Apologies

Moved: Rebecca Newman
Seconded: Jill Pascoe

THAT the apology received from Mayor Athina Pascoe-Bell for 31 March 2021 be received and noted.

CARRIED PAMAC9/0203- 31/03/2021

Initials: _____



PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE **MINUTES**

Minute Book Page 124

A Place for People

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Committee Members

Nil.

4.2 Staff

Nil.

5 CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Alderman Henderson
Seconded: Rebecca Newman

THAT the minutes of the Palmerston Animal Management Advisory Committee Meeting held on Wednesday, 24 February 2021 pages 120 to 122, be confirmed.

CARRIED PAMAC9/0204 - 31/03/2021

6 CORRESPONDENCE

6.1 Resignation from Palmerston Animal Management Advisory Committee

Moved: Katrina Stafford
Seconded: Jill Pascoe

1. THAT Correspondence entitled Resignation received from Danny Moore, member of Palmerston Animal Management Advisory Committee be received and noted.
2. THAT the Palmerston Animal Management Advisory Committee accepts Danny Moore's resignation and notes his service to the Committee and the Palmerston community.

Initials: _____



A Place for People

PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE MINUTES

Minute Book Page 125

3. THAT the Chair of the Palmerston Animal Management Advisory Committee writes to Danny Moore on behalf of the Committee acknowledging his resignation and expressing its gratitude for his participation.

CARRIED PAMAC9/0205 – 31/03/2021

7 OFFICER REPORTS

7.1 Receive and Note Reports

Suspension of Standing Orders

Moved: Alderman Henderson
Seconded: Rebecca Newman

THAT Standing Orders be suspended to discuss item 7.1.1 entitled Animal Management By-Laws Review Discussion Paper and Survey Questions.

CARRIED PAMAC9/0206 – 31/03/2021

Standing Orders were Suspended at 5:03 pm

(Andrea Ruske entered the meeting at 5.04 pm)

Reinstatement of Standing Orders

Moved: Rebecca Newman
Seconded: Jill Pascoe

THAT Standing Orders be reinstated.

CARRIED PAMAC9/0207 – 31/03/2021

Standing Orders were reinstated at 6:04 pm

7.1.1 Animal Management By-Laws Review Discussion Paper and Survey Questions PAMAC9/036

Moved: Katrina Stafford
Seconded: Andrea Ruske

THAT Report Number PAMAC9/036 entitled Animal Management By-Laws Review Discussion Paper and Survey Questions be received and noted.

CARRIED PAMAC9/0208 – 31/03/2021

Initials: _____



PALMERSTON ANIMAL MANAGEMENT

ADVISORY COMMITTEE **MINUTES**

Minute Book Page 126

A Place for People

7.2 Action Reports

Nil.

8 OTHER BUSINESS

Nil.

9 NEXT MEETING

Moved: Alderman Henderson

Seconded: Rebecca Newman

THAT the next meeting for the Palmerston Animal Management Advisory Committee be held on Wednesday, 30 June 2021 at 5:00 pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED PAMAC9/0209 - 31/03/2021

10 CLOSURE OF MEETING

Moved: Katrina Stafford

Seconded: Jill Pascoe

THAT the Palmerston Animal Management Advisory Committee meeting, held in the Council Chambers, Civic Plaza, Palmerston on Wednesday, 31 March 2021 closed at 6:05pm

CARRIED PAMAC9/0210 - 31/03/2021

Chair

Print Name

Date

Initials:

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.4
REPORT TITLE:	Lifestyle and Community Quarterly Report January to March 2021
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Executive Assistant to Director Lifestyle and Community, Tree Gillam
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report provides Council with the key activities undertaken by the Lifestyle and Community Department in the January to March 2021 quarter.

KEY MESSAGES

The Lifestyle and Community Department provides a quarterly report of its activities, some highlights include:

- The Department of Lifestyle and Community provides a quarterly report of its activities.
- The Australia Day Awards Presentation was held on 20 January 2021 with the following three winners being announced:
 - Citizen of the Year: Rebecca Forrest
 - Young Citizen of the Year: Paige Horrigan
 - Community Event of the Year: NAIDOC Week
- Three Citizenship Ceremonies were held this quarter at the Palmerston Recreation Centre. One ceremony was held on Australia Day and two additional ceremonies held on 20 March 2021, with 193 Palmerston Conferees becoming Australian Citizens.
- Council, in partnership with local community groups and the Australia Day Council, hosted a week of events in celebration of International Women's Day.
- Major Consultations commenced on two major bodies of works:
 - Inclusive, Diverse and Accessible (IDA) Policy Framework
 - Animal Management By-Laws
- Regulatory Services joined Animal Management in Rural and Remote Indigenous Communities (AMRRIC) to deliver parasite treatments in the Palmerston Indigenous Village (PIV).
- As part of Harmony Week, a bilingual Storytime was held in the library hosted by the Indonesian Consulate Darwin.
- A new permanent dog park was developed at Maurice Terrace Bakewell.

RECOMMENDATION

THAT Report entitled Lifestyle and Community Quarterly Report January to March 2021 be received and noted.

BACKGROUND

The Department of Lifestyle and Community provides a quarterly update to Council on key activities undertaken during the previous quarter. The Lifestyle and Community Directorate comprises of the Community Services, Library Services, Communications and Media, and Regulatory Services teams.

DISCUSSION

Activities completed during January to March 2021 are detail in **Attachment 13.1.4.1** with some highlights identified below:

Australia Day Awards

The Australia Day Local Government Award Official Reception was held in Community Room 2, Palmerston Recreation Centre on Wednesday 20 January 2021.

Acting Mayor Lucy Morrison and Chair of the Australia Day Council Northern Territory, Nigel Browne, presented certificates to the winners in the following categories:

- Citizen of the Year: Rebecca Forrest
- Young Citizen of the Year: Paige Horrigan
- Community Event of the Year: NAIDOC Week

At the Australia Day Ceremony Her Honour, the Honourable Vicki O'Halloran, Administrator of the Northern Territory, and the Mayor of Palmerston Athina Pascoe-Bell presented the winners with their awards for their outstanding contribution to our community.

International Women's Day

Council in partnership with community organisations including STEPS AMEP, Larrakia Nation, Palmerston Family, Northern Territory Government, Rydges Palmerston Fuyana Support, APM (a NDIS provider), Wendy Burns Consulting, Australia Day Council NT, Palmerston Child & Family Services and PaRBA Level Up, hosted events to celebrate International Women's Day.

The week began on Monday 8 March 2021 with the launch of an art exhibition in the library, Tuesday a special Women's Weaving Circle hosted by Norma Benger in the Recreation Centre and a Storytime in the Sky was held in the library hosted by a female pilot and nurse from Careflight Top End.

STEPS Education and Training coordinated Wednesday's Cultural Fusion of Fashion and Food event featuring ladies from STEPS wearing cultural fashion, guest speakers, belly dancing and a huge community lunch. Her Honour the Administrator, the Honourable Vicki O'Halloran attended the event, hosted by the Mayor of Palmerston Athina Pascoe-Bell.

On Thursday PaRBA Level Up in partnership with Council, hosted a community gaming day. This event was targeted at young people giving them the opportunity to play and meet other gamers and share their thoughts and contribute to conversation about gaming culture.

The finale event of the International Women's Day Collective was a Community Forum in collaboration with the Australia Day Council NT, held in the Library. The MC Melia Jean Austral Day Council NT board member hosted the event, with 71 attendees having the pleasure of hearing the following five inspirational speakers:

- 2018 NT Australian of the Year-Dr Bo Remenyi,

- 2021 NT Local Hero -Reanna Sanders,
- 2021 National Senior Australian of the Year - Dr Miriam-Rose Ungunmerr Baumann,
- International coach, speaker, and consultant Wendy Burns and
- Paralympic gold medallist Judith O’Hearne.

who shared their stories about triumphs and tragedies.

Animal Management, Parasite Treatment, Palmerston Indigenous Village

Management in Rural and Remote Indigenous Communities (AMRRIC) to deliver parasite treatments in the Palmerston Indigenous Village (PIV). The visit was organised by the office of Mr. Luke Gosling OAM, Member for Solomon. In addition to the treatments, a major focus of the day was education on Ehrlichiosis, which is a nationally notifiable disease transmitted between brown ticks and canines.

Harmony Week Bilingual Storytime

As part of Harmony Week, 79 parents and children attended Bilingual Storytime to learn about Indonesian culture, the Indonesian Consulate Darwin team supported the library staff by reading stories and singing songs in Bahasa Indonesian. The community had the opportunity to play the Angklung (traditional musical instrument) and taste Indonesian cuisine.

Maurice Terrace Permanent Dog Park

At the beginning of COVID-19 Council designated a temporary dog park along Maurice Terrace, Bakewell. The new park provided the local community additional areas to exercise dogs through COVID-19 restrictions. Following community consultation and strong community support of the temporary dog park, Council decided the temporary park would become permanent.

In late 2020, a grass-cell and inclusive friendly carpark was installed, supporting a sustainable and all-access solution for carparking at the park. In January 2021, Council temporarily closed the park to allow for new fencing to be erected, along with double access gates along Maurice Terrace and Roystonea Avenue and include gate latches at wheelchair friendly heights. In March 2021, a water bubbler and tap were installed for water access.

A formal park opening is scheduled for 1 May 2021, with final items scheduled for installation in April 2021. Final items include dog agility equipment, irrigation for the grassed carpark, tree planting along Maurice Terrace and a wheelchair friendly access pathway leading from the Maurice Terrace entrance to a new bench seat.

CONSULTATION PROCESS

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

- Community Services
- Library Services
- Regulatory Services
- Communications and Media

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders
Context: Council needs to be credible and trusted by those within and external to the Council.
- 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. Lifestyle and Community Quarterly Report January March 2021 [CXZM] [13.1.4.1 - 29 pages]



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

1. Family and Community

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

Urban Jams



Urban Jam Participant

City of Palmerston delivered three Urban Jams events with 530 young people attending. Attendees enjoyed a variety of activities including: Sports, Music, Dance, Street Art, Reptile Handling, Esports, Laser Tag, Minute to Win it Games and a free healthy meal from Foodbank. A highlight of the event was local services holding stalls and building relationships with young people in our community. Thanks to Anglicare NT, Clinic 34, Carers NT, and Charles Darwin University.



Minute to Win it Games



Reptile Handling Participants

January School Holiday Program

City of Palmerston Library held their School Holiday program over 4 weeks in January for children from 5-12 years old. The program included a variety of activities including movie screenings, craft activities, build a box city and musical sessions. The program finished on Friday 29 January, with a Wrap Up Party for children aged 3 – 12 years. Activities were provided by Fairy Jill, NT Art Storm and card making and balloon twisting with Hyper the Clown. A total of 461 children attended the holiday activities.

Defence Family Fun Day – Robinson Barracks

On Friday 19 February Regulatory Services attended a Family Fun Day at Robertson Barracks for the 1st Combat Service Support Battalion. The Family Fun Day was an orientation/social day for new and existing Battalion members and their families, to get to know each other and be introduced to local entities and service providers.

The Regulatory Services team were on hand to answer questions about animal management and regulatory requirements in the municipality. Major topics discussed included dog registration, municipal boundaries, and animal management in seasonal weather events such as thunderstorms and lightning.

Free promotional handouts such as ranger fact sheets, dog leashes and collapsible water bowls were well received.

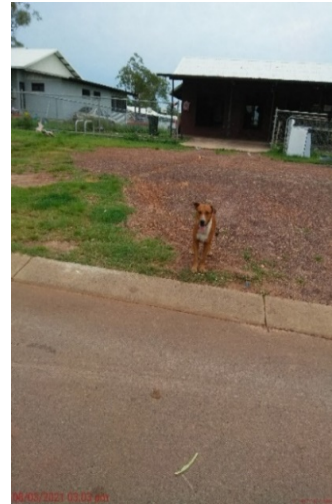


LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Animal Management, Parasite Treatment, Palmerston Indigenous Village

On Monday 8 March, Regulatory Services joined Animal Management in Rural and Remote Indigenous Communities (AMRRIC) to deliver parasite treatments in the Palmerston Indigenous Village (PIV). The visit was organised by the office of the Honourable Luke Gosling OAM, Member for Solomon. In addition to the treatments, a major focus of the day was education on Ehrlichiosis, which is a nationally notifiable disease transmitted between brown ticks and canines. Unfortunately, the disease has made its way into some regions of the Northern Territory and an education and prevention campaign is now in force. The disease is highly contagious and has a high mortality rate through bleeding disorders, weight loss and fever in dogs.



Dog outside of a house at PIV

The treatment within the village was administered via Bravecto chews, Ivermectin sandwiches and topical treatments such as Advantix. This multi-faceted approach ensured the greatest reach and effectiveness for community dogs.

An aspect highlighted during the day, was the problem of cat management within the community. Regulatory Services will continue to liaise with AMRRIC to assist PIV where appropriate. Staff have already attended the site to assist with the removal of stray kittens following the meeting. The kittens were placed into the Rehoming program at PAWS.

Barking Information Session

On Wednesday 10 March, a barking information session hosted by Lisa Hansen from PAWS Darwin was held at the Palmerston Recreation Centre. While the group was small, the 4 attendees were the beneficiaries of understanding why dogs bark and how to put plans in place to reduce problem barking. Participants were able to discuss their own personal issues and benefit from the insights and wisdom of the facilitator. While these sessions are a relatively new service offering by Council, their popularity and attendance levels should increase through targeted marketing and promotion. In the long term, increased understanding of canine behaviour and implementation of anti-barking strategies may contribute to a reduction in the number of barking complaints received by Council in this difficult area.

Walking Group – Paws, Parks and Ponds



Panza the Napolitan Mastiff ready to go walking

Regulatory Services is currently trialling a walking group for local residents to help them socialise and safely walk their dogs at various locations within the municipality. The first walk was held on Wednesday 17 March at Sanctuary Lakes in Gunn. The second walk was on Wednesday 31 March at the Marlow Lagoon Reserve. Feedback to date has been positive with participants appreciating the opportunity to walk in a friendly group and in a safe manner. It is likely this trial initiative will be extended with further promotion of the group on social media and at various strategic locations.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

2. Family and Community

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

Orange Sky Australia

The Orange Sky laundry service was extended for a further three months (January to March) from the initial trial period in November & December. 38 laundry washes, 18 showers and 90 conversations have occurred since the commencement of the service. The service runs for two hours each Tuesday outside Palmerston Recreation Centre and provides laundry and shower services to people experiencing homelessness. In addition to these services, the Orange Sky volunteers engage with the 'friends' visiting the service to offer them information about local support services.

Library Lovers Day

For this year's Library Lovers Day on 14 February the community were asked to express what they loved about the Library by completing their own love heart post-it notes. The movie "Emma" was screened and "To be my Bookentine" bookmarks were created for patrons to recommend a book for other patrons to read.

City of Palmerston Library
February 13 · 🌐

❤️💜💙 Have you made a date to visit us at the Palmerston Library tomorrow??? 🧡💛💚💙💜
Come and spread the love and your passion for our library on Library Lovers Day!
To find out what's happening in our community space, check out the event <https://www.facebook.com/events/167203274811258>
#libraryloversday #aplaceforpeople #cityofpalmerstonlibrary #cityofpalmerston

TELL US SOMETHING YOU LOVE ABOUT THE LIBRARY? ❤️

579 People Reached 34 Engagements Boost Post

👍👍👍 Renae Callaway, Susan Tools Cooper and 6 others 1 Comment 1 Share

appears on posts.

579 People Reached

15 Reactions, Comments & Shares

9 Like	0 Wow	4 Love
0 Haha	0 Sad	0 Angry
1 Comments	1 Shares	

19 Post Clicks

4 Photo Views	3 Link Clicks	12 Other Clicks
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Negative Feedback

0 Hide Post	0 Hide All Posts	0 Report as Spam
0 Unlike Page		

Chinese New Year Blessings

The Chung Wah Society Lion Dance Troupe visited the City of Palmerston Library on the 21 February. Blessing the library is to bring joy, good luck, and happiness for the new year ahead. Many community members attended the library to witness this spectacular performance.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Pokémon Day



To celebrate the annual Pokémon Day on 27 February the library invited all Pokémon trainers, young and old, to participate in our first Pokémon Scavenger Hunt for their chance to win Pokémon prize packs. This event was extremely popular with patrons; 180 entries were submitted.

Happy Winner of the Pokémon Day Scavenger Hunt

Good Dog Storytime

Having dogs around people has proven to reduce stress and anxiety. Roxy and Quinton from Good Dog Animal Assisted Therapy Services visited the City of Palmerston Library on 18 March as part of our regular Storytime session. Many parents took this opportunity to introduce their children to dogs, as it was in a safe and fun environment.



Good Dog Animal Assisted Therapy and young patrons enjoying Storytime



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

4 Aces Bridge Lessons

4 Aces Bridge Lessons were aimed at seniors and adults who wished to learn how to play Bridge. This volunteer lead program ran once a week for 8 weeks during February and March with 3 community members attending this new initiative. Feedback from the community recommend weekend lessons might attract more numbers to this program.

Get Tech Savvy

City of Palmerston Library previous programs Get Job Ready and Adult Drop-In Classes have been rebranded and rolled into one new program, Get Tech Savvy. This program assists patrons using modern technology from setting up a new device, applying for a job or learning how to shop online.

Gadget and Games

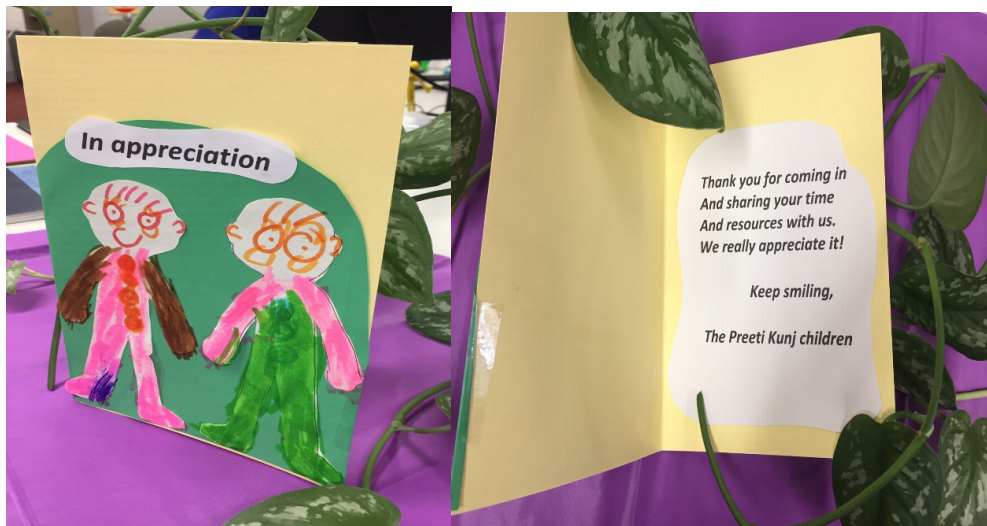
Gadget and Games is a program that runs every Tuesday from 3.30-4.30pm for children aged 5-14 years of age. This year library staff are collaborating with Build IT Up to introduce more STEAM (Science, Technology, Engineering, Arts & Mathematics) activities into the program.

Palmerston Otaku

Palmerston Otaku is where anime enthusiasts' adults gather and meet other anime fans once a fortnight on a Friday evening. To increase attendance, the program has been relocated from the community room to the main library space. Each fortnight has a theme to support marketing the event to the niche market.

Library Incursions

City of Palmerston Library visited 3 Childcare Centres during Term 1. During these visits, library staff highlighted City of Palmerston Library services and programs including Storytime and Gadget & Games.



Handmade card of appreciation from a family who attended one of the Child Care Centres



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Sew and Tell

Sew and Tell is a community-based sewing group which was developed in response to the free venue hire offered by the City of Palmerston.

A core group of ten like-minded mothers meet twice weekly in Community Room , Palmerston Recreation Centre to sit, sew and chat. Feedback from group leader Kristie included "It's a fantastic space to meet up, enjoy the air-conditioning, know our little ones are in a safe space and just relax." The fifteen power points in Community Room 1 allow the group to bring their own sewing machines and set up for the morning sessions. The group is growing each week and predicts a long-term future in Palmerston as a direct result of being able to establish through the free venue hire period.



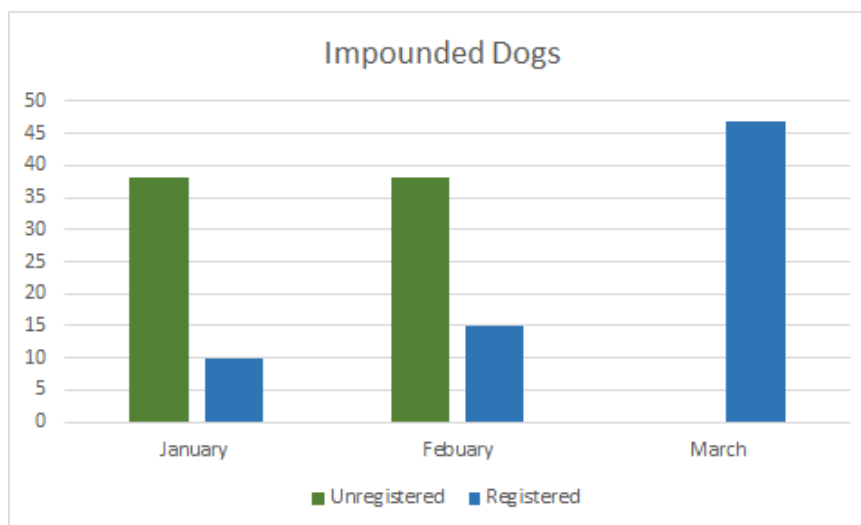
Animal Management By-Laws Review

On Tuesday 9 March, the Animal Management By-laws Review Discussion Paper and accompanying survey was officially launched. The community consultation will extend for sixty days concluding on Saturday 8 May. The Regulatory Services team are engaging with residents at local dog parks and shopping centres. Once the consultation has ended, officers will collate and analyse the consultation data and investigate any follow up areas.

In May 2021, a brief will be presented to Council outlining the key findings and commentary on Animal Management issues as evidenced from the analysis of the discussion paper. It is envisaged that the analysed feedback will inform the development of drafting instructions that will be submitted to the Office of the Parliamentary Counsel.

Impounded Dogs

From January to March 2021, 148 dogs were impounded with 104 dogs returned to their owner and 34 dogs placed with animal rehoming organisations. The number of impounded dogs is only marginally higher compared to 141 impounds for the previous quarter.



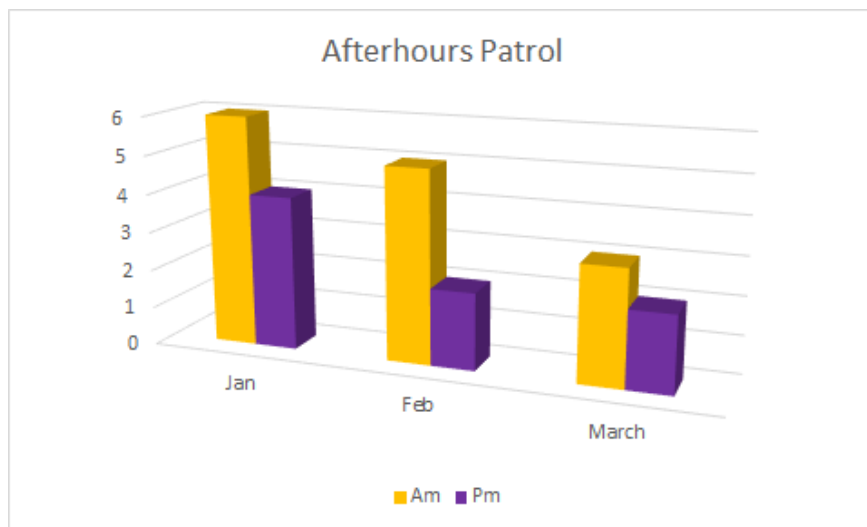


LIFESTYLE AND COMMUNITY

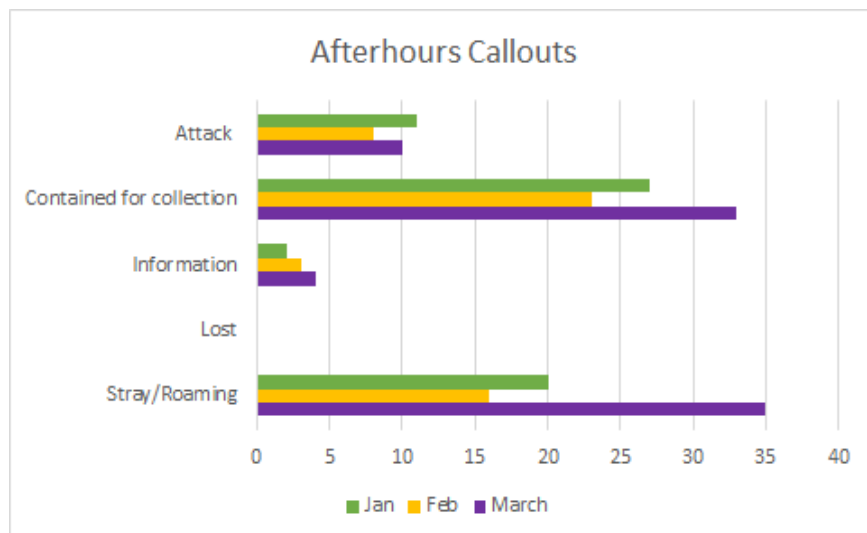
QUARTERLY REPORT/JANUARY to MARCH 2021

Afterhours Patrols

In the last quarter Regulatory Services conducted 22 afterhours patrols; there were 14 morning and 8 evening patrols. The patrols focused on known problem areas such as illegal camp sites, dogs at large and dogs off leash. The overall number of patrols is down compared to the last quarter as patrols had been increased over the Christmas period.



There were 192 after hours calls actioned by Regulatory Services in the last quarter. This number is down from 249 calls or 23 per cent from the previous quarter. The most common reason for after hour calls is for collection of contained dogs and for capture of stray or roaming dogs. Other calls included lost dogs, barking dogs and general animal information and enquires.



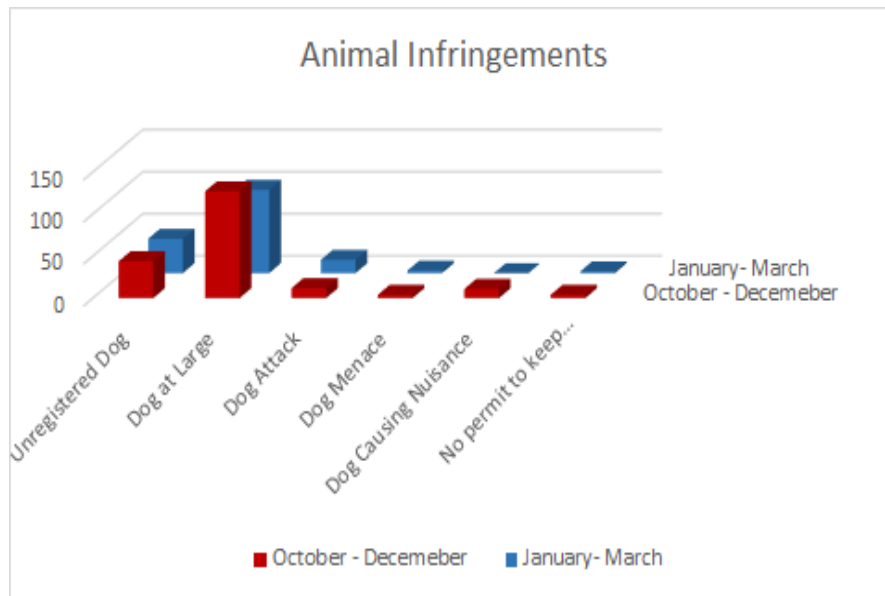


LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Animal Infringements

There were 162 animal infringements issued in the last quarter. Analysis indicates that dog attack infringements have slightly increased due to increased awareness and reporting of dog attacks by residents to Council. There has also been a slight increase in the number of infringements issued for unregistered dogs but a very minor decrease in infringements for dog at large offences.



Parking

Parking infringements have increased substantially over the months of February and March with a total of 200 infringements issued for the last quarter. This is a direct result of increased parking patrols across the various parking zones within the municipality.

Infringement Type	January	February	March
Park Longer Than Indicated 4P	0	0	0
Fail to Display Valid Pay & Display Ticket	0	41	127
Pay & Display Ticket Expired	0	3	15
Park Longer Than Indicated 1/4P	0	7	0
Stop on Path, Dividing Strip, Nature Strip or Painted Island	1	0	2
Park Longer Than Indicated 1/2P	0	1	3



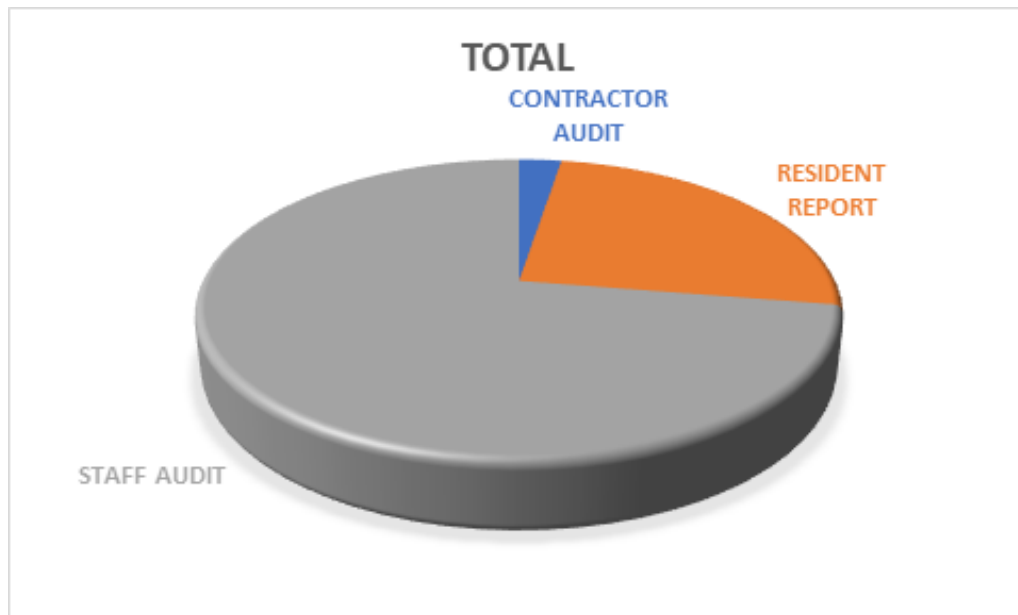
LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Overgrown Properties

In 2021, there has been 312 reports of overgrown properties – of which 100 were verges and 212 are properties. Of these reports, 78 were from residents and 234 were identified from staff audit.

Of the properties, 197 first letters were sent after initial inspection, of which, 121 were closed as completed. At 31 March 2021, 56 second letters have been sent to complete works.



3. Cultural Diversity

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

Inclusive, Diverse and Accessible (IDA) Policy Framework

City of Palmerston has released a draft Inclusive, Diverse and Accessible (IDA) Policy Framework to guide future practises for increased community inclusion and representation across all facets of Council.

The IDA Framework has been developed with input from local community organisations including Aboriginal and Torres Strait Islander organisations, disability groups, seniors, youth groups, parents, and migrants and refugees living in Palmerston.

The Framework allows the ideas and priorities provided by Palmerston community members to be documented to continuously work towards creating a placed of equal access within our public domain, services, and programs.

Feedback from individuals or community groups is being encouraged through Community Consultations being held in April 2021.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

International Womens Week

In the lead up to International Womens Week, City of Palmerston commissioned a new mural on the facade of the Palmerton Library wall.

The artwork titled *Ploy* was designed and painted by artist Polly Johnstone (a.k.a Miss Polly).



PLOY by Pool Johnstone (aka Miss Polly)

The artwork reflected on the theme of Choose to Challenge. The artist describes the artwork as below:

My artwork is of local Palmerston woman Ploy and she is currently studying early childhood teaching at CDU. In this work she is looking into the future CHALLENGING what lies ahead.

Individually, we are all responsible for our own thoughts and actions - all day, every day. We can all choose to challenge and call out gender bias and inequality. We can all choose to seek out and celebrate women's achievements. Collectively, we can all help create an inclusive world. - Miss Polly

City of Palmerston partnered with numerous community and business groups to deliver one of Palmerston's most successful International Womens Week programs. This year's theme was: 'Choose to Challenge. A challenged world is an alert world'



Sizol Fuyana hosting International Womens Day Launch



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

The weeklong programs were developed through a collaborative partnered approach with the following organisations:

- STEPS AMEP
- Larrakia Nation
- Palmerston Family
- NTG
- Rydges Palmerston
- Fuyana Support
- APM
- Wendy Burns Consulting
- Australia Day Council NT
- Palmerston Child & Family Services
- PaRBA Level Up
-

The program was launched on Monday 8 March with the opening of the International Women's exhibition. This exhibition was developed by APM, a NDIS provider, and encouraged artists of all abilities to be part of the exhibition. The exhibition featured 20 artists, together with a selection of works from Palmerston Hobby Ceramics. The exhibition was launched by Mayor Athina Pascoe-Bell, with an attendance of just over 75 people.



Mayor Athina Pascoe- Bell and stakeholders supporting International Womens Day Launch

Womens Weaving Circle

A special Womens Weaving Circle was also held on the Tuesday at the Palmerston Recreation Centre, with 25 women booked in to attend the program. Local resident Norma Bengner, together with her mother and daughter, highlighted a range of different weaving styles, whilst participants learnt the basics behind preparing fibres for weaving.



Norma Bengner



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Storytime

On Tuesday 9 March **'Storytime in the Sky'** was joined by a female pilot and nurse from Careflight Top End.

64 parents and children attend this special story time where children learned about women in diverse roles. After the session, children had the opportunity to construct a helicopter and participate in a colouring-in competition to win prizes donated from Careflight Top End.



Lachlan with his winnings from the Careflight colouring-in competition



Storytime In the Sky Session



Lily in her helicopter gear

Cultural Fusion of Fashion and Food



Wednesday saw a huge community event delivered at the Palmerston Recreation Centre with the Cultural Fusion of Fashion & Food.

Coordinated by STEPS AMEP and supported by City of Palmerston, the event featured ladies from STEPS group wearing their cultural fashion, guest speaker Leticha Lemke (ABC journalist), Fawzia Yawari and the CEO of STEPS Australia, who each shared their stories as migrant women.

Fawzia Yawari and CEO STEPS - Kerry Staines

The event was attended by the Her Honour the Administrator, the Honourable Vicki O'Halloran who was received by Mayor Athina Pascoe-Bell.



Her Honour the Administrator



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021



The event finished with a huge community lunch, with international dishes prepared by the STEPS students, shared with all 165 guest who attended the event.

Community Gaming Day

A Community Gaming Day was held on Thursday 11 March. This was a new initiative developed by PaRBA Level Up together with support from City of Palmerston. The event targeted young people with the opportunity to play and meet other gamers and share their thoughts and contribute to conversations about gaming culture.



A highlight from this event was that 8 young female/LGBT+ Gamers signed up for a new mentorship programs aimed at diversifying our Geekfest Top End Esports competitions. These young people will be mentored by local female streamer, Purple Cookie



Purple Cookie

Level Up Esports Collaboration

As part of International Women's Week, Level Up Esports Group ran an art activity held in the Recreation Centre, with young girls from the YMCA Girls Night Crew attending. During this session, the young girls were exposed to an alternative environment and shared the following comments about the session.:

'Wow, everyone is nice to each other here.'
'No one judges you in here, do they?'
'Everyone looks after each other in here, don't they?'



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021



Level Up Esports is facilitated by youth, for youth and is funded by City of Palmerston Community Benefit Scheme. Level Up Esports is a notable example of how young people can be supported to create safe and inclusive programs,



Community Forum

For the final event of the IWD Collective, a Community Forum was held in the City of Palmerston Library on Friday the 12 March from 5.30-7.30pm.

In collaboration with Australia Day Council NT and the City of Palmerston Library, this forum was highly successful with 71 attendees.

The forum consisted of five inspirational speakers who shared their stories about triumphs and tragedies about #choosetochallenge.





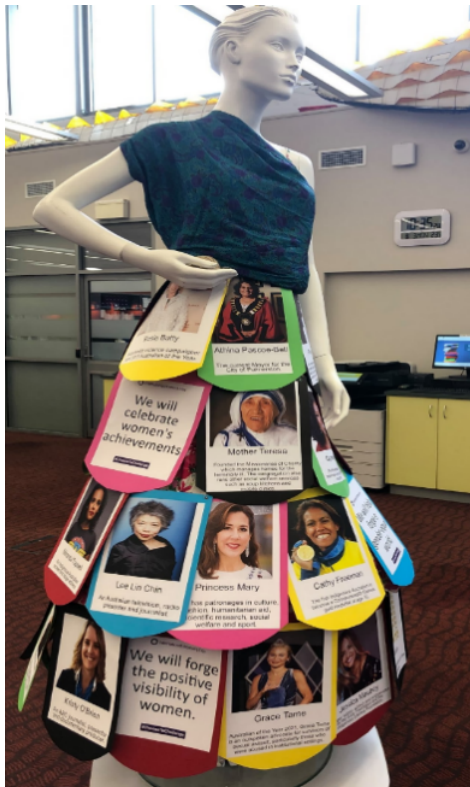
LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021



MC Melia Jean and Inspirational Speakers

The Master of Ceremony for the evening was Australia Day Council NT board member Melia Jean. The inspirational speakers were 2018 NT Australian of the Year-Dr Bo Remenyi, 2021 NT Local Hero -Reanna Sanders, 2021 National Senior Australian of the Year - Dr Miriam-Rose Ungunmerr Baumann, international coach, speaker, and consultant Wendy Burns along with Paralympic gold medallist Judith O'Hearne. At the end of the event, Wendy Burns also launched her book "Remarkable You."



A library display was presented to show how many women contribute to our society. Gateway Shopping Centre loaned the City of Palmerston Library a mannequin to construct an artistic display.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Palmerston Celebrates Harmony Day

City of Palmerston together with Grow Well Live Well and STEPS AMEP hosted a full program of events on Monday 22 March to celebrate Harmony Day.

The day commenced with a workshop on Larrakia Cultural Awareness, presented by Janeen McLennan from Larrakia Nation. The program, which shared the history of the Larrakia people and traditional owners of the land.



Following the presentation, a formal welcome and morning tea was held, which featured a Welcome to Country by Aunty June Mills and Les Huddleston on the didgeridoo, followed by speakers from Grow Well Live Well and a formal welcome by Mayor Athina Pascoe-Bell.

Guests were also treated to a special Russian dance performance by Palmerston's local Russian community members,



Morning tea was followed by a Sri Lankan Cooking demonstration by Karunika Prematheren, cooked four Sri Lankan dishes for participants to try.

Finishing the event was a belly dancing workshop, where guests interactively participated and learnt the traditional moves of the Arabic traditional dance.

Total attendance across the day was 173.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Bilingual Storytime

As part of Harmony Week, 79 parents and children attended Bilingual Storytime to learn about Indonesian culture.



The Indonesian Consulate Darwin team supported the library staff by reading stories and singing songs in Bahasa Indonesian. The community had the opportunity to play the Angklung (traditional musical instrument) and taste Indonesian cuisine.

Drag Queen Storytime

City of Palmerston Library
Published by Joel Palmerston · March 27 at 11:40 AM · 🌐

Thank you Fairy Ferocia and Princess Vogue from [Drag Territory](#) for hosting [Drag Queen Storytime](#) this morning at the City of Palmerston Library! 🌈👑💖

Lots of glitter, dancing and singing was involved, especially from our little community members. Pippa, Elsie, Sonny and Lily! 🥳

#DragTerritory #cityofpalmerstonlibrary #StoryTime #aplaceforpeople

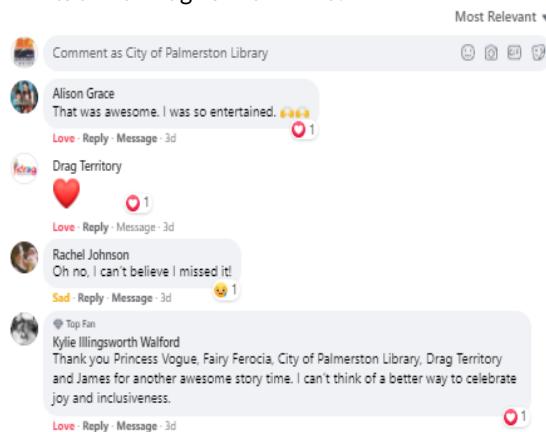


1,229 People Reached 228 Engagements [Boost Post](#)

👍❤️👏 30 4 Comments 1 Share

👍 Like 🗨 Comment ➦ Share

In collaboration with Drag Territory, two Drag Queen Storytime's were held on 20 February and 27 March with more than 85 people attending each event. A high amount of positive feedback was received during the events and through social media.





LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Dyslexic Print Books

To improve accessibility to the whole community, the library has increased its collection by introducing a variety of books in dyslexic print. Dyslexic print items are available in the children's, youth, and adult collections. The opportunity was taken to highlight the dyslexic print option for eBooks through the Borrow Box Platform.

Australia Day Awards Presentation - 20 January 2021

Australia Day, Local Government Awards Official Reception was held in Community Room 2 at the Recreation Centre on Wednesday 20 January 2021, hosted by Acting Mayor Lucy Morrison.



Acting Mayor – Lucy Morrison

All nominees were acknowledged for their contribution to the Multiplicity of Palmerston.

The winners for the three categories were announced as follows: Citizen of the Year – Rebecca Forrest; Young Citizen of the Year – Paige Horrigan; Community Event of the Year - NAIDOC Week. Official awards and certificates were publicly presented at the Australia Day Flag Raising, Citizenship and Awards Ceremony on Tuesday 26 January 2021.



Citizen of the Year – Rebecca Forrest receiving her certificate from Acting Mayor Lucy Morrison and Nigel Browne, Chair of the Australia Day Council NT



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Young Citizen of the Year – Paige Horrigan receiving their certificate from Acting Mayor Lucy Morrison and Nigel Browne, Chair of the Australia Day Council NT



Community Event of the Year – NAIDOC Week, receiving their certificate from Acting Mayor Lucy Morrison and Nigel Browne, Chair of the Australia Day Council NT

Australia Day 2021 – 26 January 2021

Australia Day Flag Raising and Citizenship Ceremony was held at the Palmerston Recreation Centre on Tuesday 26 January 2021 from 1.00pm - 3.00pm. This special event attracted approximately 300 guests.



The Ceremony incorporated the Australian Defence Force Tri Service who performed the raising of the Australian National Flag as Rachel Wharam sang the Australian National Anthem. Entertainment was provided by the Crocodile Country and Northwind Didj Orchestra.



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021



Thirty-three new Australians affirmed their commitment to Australia and received their Citizenship Certificates. The conferees came from Nigeria, Pakistan, Philippines, England, Netherlands, Saudi Arabia, Egypt, Kuwait, Unit Kingdom, India, China, Vietnam, Congo, and New Zealand.



Kapangyarihan Family



Family Support



Vanessa Itongi becoming a Citizen



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Eleven Student Citizen Awards were presented by the Chief Minister of the Northern Territory - Michael Gunner and the Vice Chair of the Australia Day Council - Dr Edwin Joseph. Students attended from Driver Primary School, Durack Primary School, Palmerston Christian School, NT Christian Senior College, Sattler Christian Primary College, Woodroffe Primary School and Good Shepherd Lutheran College.

Palmerston Citizen of the Year, Young Citizen of the Year and Event of the Year Awards were presented by the Mayor of Palmerston Mrs Athina Pascoe-Bell, and the Honourable Vicki O'Halloran the Administrator of the Northern Territory. These awards were presented to local achievers for their outstanding contribution to our community and have always been a major feature of our Australia Day Ceremony.

Citizenship Ceremonies

Two Citizenship Ceremonies were held at the Civic Centre in Chambers on Saturday 20 March at 9 am and 11 am. One hundred and sixty (160) new Australians affirmed their commitment to Australia receiving their citizenship certificates. The conferees came from India, Turkey, United Kingdom, South Africa, Philippines, Pakistan, Hungary, Poland, Zimbabwe, Hong Kong, Papua New Guinea, Tonga, China, Kuwait, Uganda, Vietnam, Taiwan, Bangladesh, Romania, Fiji, Nigeria and Germany, Bangladesh, Ghana, New Zealand, Pakistan, Nigeria, Portugal, China, Kenya, United States of America, Sri Lanka, Nepal, and Ireland.



Linda Moohan receiving her certificate

Rebecca Forrest the Citizen of the Year and Paige Horrigan the Young Citizen of the Year for 2021 helped during the ceremonies by presenting the conferees certificates to the Mayor and handing out a gift bag to the conferees. Rachel Wharam sang the National Anthem.

4. A future focus

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

Recreation Centre Usage

This Quarter saw the following new user groups take advantage of the free facility hire at the Recreation Centre: Sri Lankan Friends Association, Bollywood Dance troupe, Torres Strait Island Dance Group and Torres Strait Island Choir, Russian Speaking Community of Northern Territory, Palmerston Barangay Basketball (Pilipino for suburban), Green Plum Tai Chi, Baby Ballet, Speech Therapy, Physiotherapy sessions



Participants of Baby Ballet Class



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Maurice Terrace Dog Park – Bakewell

At the beginning of Covid-19 Council designated a temporary dog park along Maurice Terrace, Bakewell. The new park provided the local community the activation of additional areas to exercise dogs through Covid-19 restrictions. Following community consultation and strong community support of the temporary dog park, Council decided the temporary park would become permanent.

In late 2020, a grass-cell and inclusive friendly carpark was installed, supporting a sustainable and all-access solution for carparking at the park. In January 2021, Council temporarily closed the park to allow for new fencing to be erected, along with double access gates along Maurice Terrace and Roystonea Avenue and include gate latches at wheelchair friendly heights. In March, a water bubbler and tap were installed for water access.

A formal park opening is scheduled for 1 May, with final items scheduled for install in April 2021. Final items include dog agility equipment, irrigation for the grassed carpark, tree planting along Maurice Terrace and a wheelchair friendly access pathway leading from the Maurice Terrace entrance to a new bench seat.

This project was funded through the Local Roads and Community Infrastructure (LCRI) program, Round 1.

Library Community Room Bookings

Month	Jan-21	Feb-21	Mar-21	Total
Number of Bookings	50	81	98	229
Number of Hours	164.5	200	250.5	615
Revenue	0	0	0	0
In Kind Support	\$1,940	\$3,540	\$4,250	\$9,730
Programs/Internal	\$1,420	\$1,250	\$1,450	\$4,120

Library Statistics Comparison

	July - September 2020	October - December 2020	January- March 2021
Library visits	32,263	28,528	27,847
Library items borrowed	24,656	24,315	21,751
Hours on public PC's	2,794	3,360	3,192
Attendance at library programs	2,172	2,457	2,585
Library programs and event delivered.	106	97	94



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Library Program Statistics
Number of Program and Services Delivered
Number of Attendees

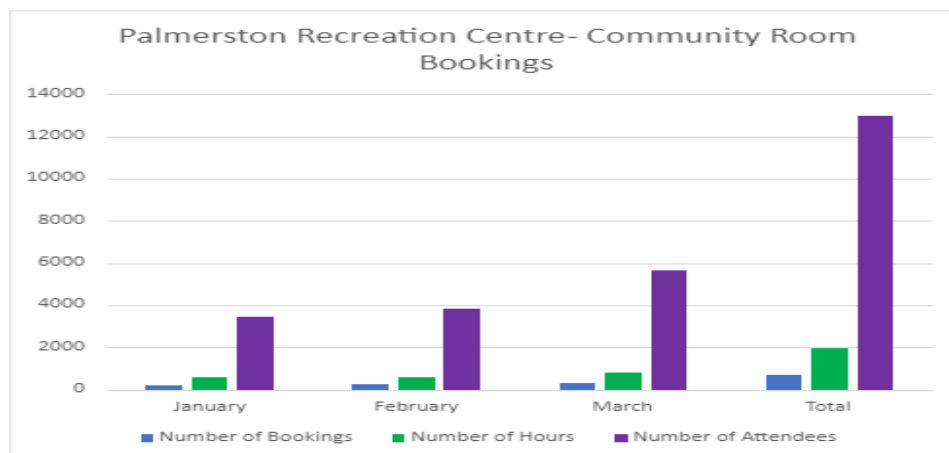
Programs/Services	Number	Attendances				
	Held	Pre School	School	Youth	Adults	Totals
Holiday	22	8	259	0	201	468
Gadget & Games	9	7	49	14	42	112
Digital Literacy	8	0	0	0	40	40
Story Time Sessions	17	450	2	0	413	865
Nursery Time	9	164	0	0	164	328
Outreach	2	45	0	0	6	51
Geek Squad	8	0	0	93	0	93
Code Club	7	0	111	7	21	139
Events	7	116	80	20	241	457
Author Visits	0	0	0	0	0	0
Orientations	1	0	0	0	6	6
Home Service	4	0	0	0	26	26
Totals	94	790	501	134	1160	2585

Palmerston Recreation Centre Bookings Statistics

Palmerston Recreation Centre: Community Rooms: January to March 2021

Month	January	February	March	Total
Number of Bookings	170	229	280	679
Number of Hours	570.5	596	783.5	1950
Number of Attendees	3446	3852	5672	12,970
Attendee Percentage	59.11%	49.67%	75.66%	60.86%
In Kind Support	\$11,420.00	\$14,675.00	\$16,670.00	\$42,765.00
In House Usage	\$ 4,505.00	\$ 1,080.00	\$ 3,995.00	\$ 9,580.00
Total	\$15,925.00	\$15,755.00	\$20,665.00	\$62,345.00

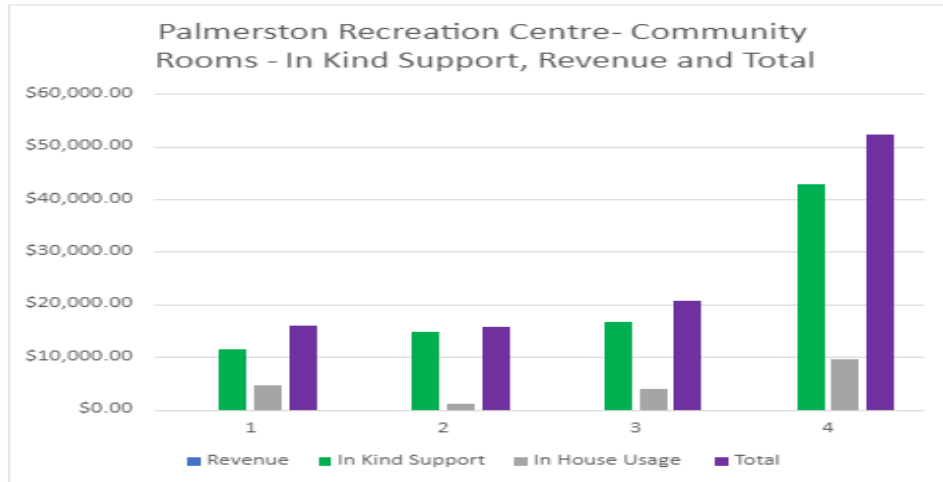
Palmerston Recreation Centre: Graphs of Community Rooms bookings: January to March 2021





LIFESTYLE AND COMMUNITY

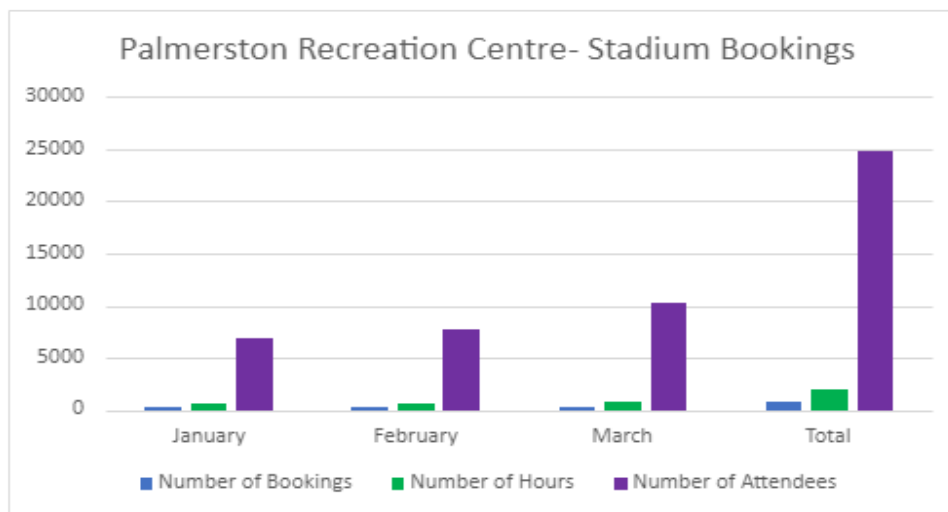
QUARTERLY REPORT/JANUARY to MARCH 2021



Palmerston Recreation Centre: Stadium: January to March 2021

Month	January	February	March	Total
Number of Bookings	221	282	294	797
Number of Hours	689	632	709	2030
Number of Attendees	6914	7681	10,197	24,792
Attendee Percentage	62.57%	54.48%	69.37%	62.21%
In Kind Support	\$19,200.00	\$22,245.00	\$21,675.00	\$63,120.00
In House Usage	\$ 4,065.00	\$ 375.00	\$ 2,520.00	\$ 6,960.00
Total	\$23,265.00	\$22,620.00	\$24,195.00	\$70,080.00

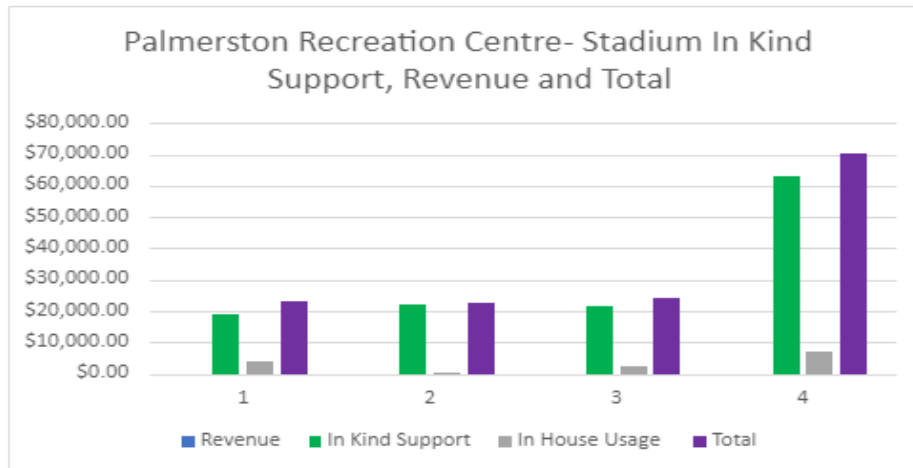
Palmerston Recreation Centre: Graphs of Stadium bookings: January to March 2021





LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021



Comparison of Palmerston Recreation Centre bookings January to March 2020 and January to March 2021

	January to March 2020	January to March 2021
Number of Bookings	627	1476
Number of Hours Booked	1608	3980
Number of Attendees	15,736	37,762
Revenue	\$25,995.00	\$0.00
In Kind Support	\$24,940.00	\$105,885.00
In House Usage	N/A (tracked differently)	\$ 16,540.00
Total	\$50,935.00	\$122,425.00

Palmerston Recreation Centre and Community Halls Capacity Statistics

Percentage wise, the table below, shows how much Council facilities are used.

Venue	January	February	March	Total
Palmerston Recreation Centre	87.47%	73.10%	88.84%	82.92%
Driver Family Resource Centre	45.60%	63.19%	76.10%	61.63%
Durack Arts Centre	14.29%	19.64%	46.43%	26.79%

The most popular time slot for daily bookings at the Recreation Centre are between 5pm-8pm. Between 1 January 2021 and 31 March 2021, CoP were unable to accommodate 56 bookings in either the stadium (12 bookings) or the community rooms (33 bookings) due to this time not being available.

Driver Family Resource Centre bookings January to March 2021

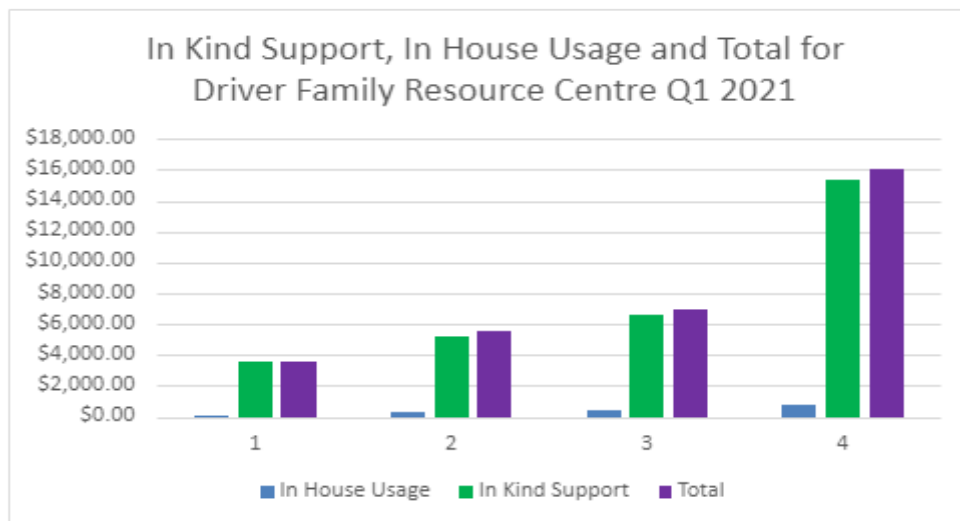
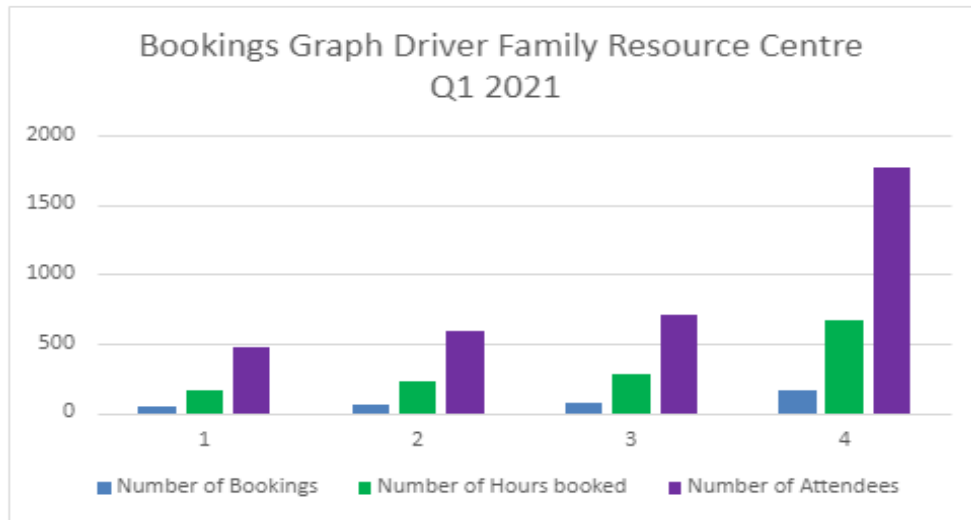
	January	February	March	Total
Number of Bookings	41	56	67	164
Number of Hours Booked	166	230	277	673
Number of Attendees	477	590	705	1772
In Kind Support	\$3,540.00	\$5,200.00	\$6,560.00	\$15,300.00
In House Usage	\$ 20.00	\$ 320.00	\$ 400.00	\$ 740.00
Total	\$3560.00	\$5520.00	\$6960.00	\$16,040.00



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Driver Family Resource Centre – Graphs of Bookings – January - March 2021



Durack Arts Centre bookings January to March 2021

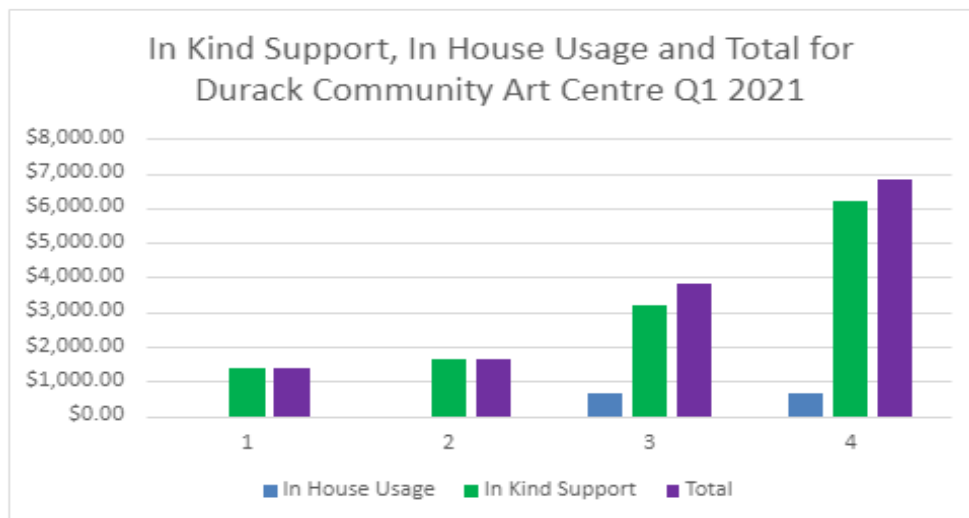
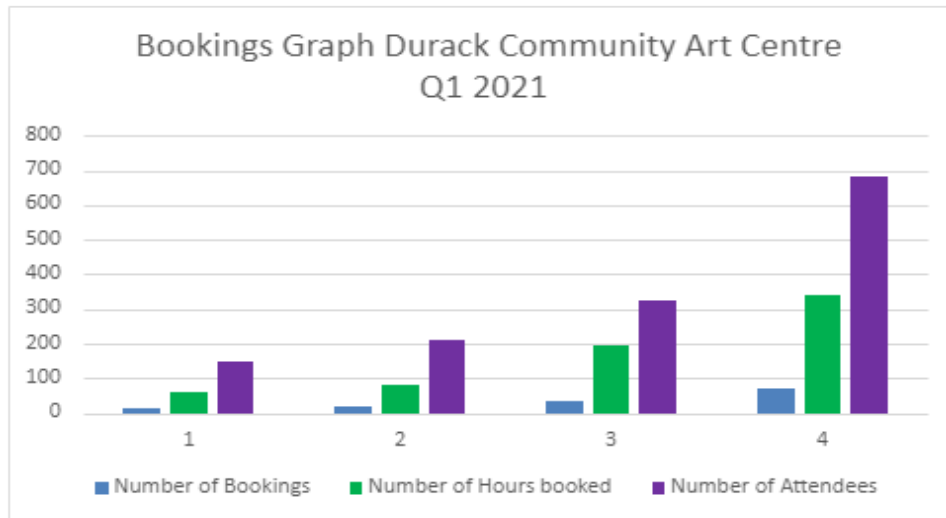
	January	February	March	Total
Number of Bookings	13	20	36	69
Number of Hours Booked	60	82.5	195	337.5
Number of Attendees	150	209	323	682
In Kind Support	\$1,360.00	\$1,650.00	\$3,170.00	\$6,180.00
In House Usage	\$ 0.00	\$ 0.00	\$ 650.00	\$ 650.00
Total	\$1,360.00	\$1,650.00	\$3,820.00	\$6,830.00



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

Durack Arts Centre: Graphs of Bookings: January to March 2021



During the last quarter, Media and Communications issued 10 media releases:

- Tuesday 26 January 2021 - Australia Day in Palmerston: A day to reflect, respect and celebrate
- Wednesday 3 February 2021 - Local students have their say on Palmerston play spaces
- Wednesday 17 February 2021 - Lake Management Plan to improve Palmerston's lake network
- Wednesday 17 February 2021 - Have Your Say on the Draft Inclusive, Diverse and Accessible Framework
- Wednesday 3 March 2021 - Free Parking in Palmerston City is here to
- Thursday 4 March 2021 - Salvinia Weevils make their way to Durack Lakes



LIFESTYLE AND COMMUNITY

QUARTERLY REPORT/JANUARY to MARCH 2021

- Thursday 4 March 2021 - Women Leading the Way for Change – Free International Women's Day Events in Palmerston
- Tuesday 9 March 2021 - Have Your Say on Palmerston's Animal Management By-Laws
- Wednesday 17 March 2021 - Community Benefit Scheme to Assist Local Disability Programs
- Wednesday 17 March 2021 - New Deputy Mayor Appointed Facebook

Facebook

The City of Palmerston Facebook page attracted 1,345 new followers to the page, bringing the total Facebook following to 15,399 users. The last quarter received 14,205 users liking the page.

During the quarter, we completed 66 posts with the most popular being:

Post Dates	Post Title	Users Reached
28 January 2021	CROC SIGHTING - Durack	34,181
4 January 2021	Got Bored Kids at Home? – School Holiday Program	13,978
2 February 2021	Another Croc Sighting – Durack	11,763
6 January 2021	Hooked on Palmerston	8,023
20 February 2021	Palmerston's new designated off-leash dog park	7,968

6. Governance

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

Palmerston Seniors Advisory Committee

This group of 11 community-minded senior Palmerston and rural residents meet approximately bi-monthly to consider issues of interest to the wider seniors' community. They met on Monday 1 March 2021 and considered the current action table of items. Of great interest is the successful outcome of a request for additional postal services in Bakewell and progress toward redevelopment of Gray Community Hall. Planning is now underway for the City of Palmerston Seniors Day; Wednesday 18 August 2021.

Palmerston Safe Communities Committee

Palmerston Safe Communities Committee (PSCC) works in partnership with Council and the NT Government, businesses, and the community to reduce and prevent injuries, accidents, and crime. The PSCC is committed to promoting the safety and wellbeing of Palmerston residents and visitors. Meetings are held bi-monthly with membership of more than sixty people. Two meetings were held during this quarter, Thursday 21 January, and Thursday 18 March 2021. The January meeting was attended by 21 people. The March meeting was attended by 28 people and both were hosted at the Palmerston Recreation Centre.

Palmerston Kids Network

Palmerston Kids Network (PKN) is a committed network of workers representing organisations who provide services and programs to children (up to twelve years old) and their families. One meeting was held during the quarter on Friday 5 March 2021 with 15 attendees. NAPCAN shared their new program 'Safe Communities for Children' which is being officially launched in March 2021.

Palmerston and Rural Youth Services Network



LIFESTYLE AND COMMUNITY

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PARYS is a committed network of workers representing organisations who provide services and programs to youth and their families. Two meetings were held during the quarter on 2 February and 16 March with over 60 attendees. Members shared sector updates and use the meeting to network and create connections.

Geek Culture Collaborative

This working group met three times this quarter. With 26 members in attendance. The group is made up of key stakeholders in the NT Geek Culture Sector and has supported the development of the Community Gaming Day for International Women's Day, new youth gaming mentorship and continued planning for Geekfest Top End 2021.



Geek Culture Collaborative Members

Palmerston Animal Management Advisory Committee

PAMAC held two meetings this quarter, the first of the year was held 24 February 2021 with the second meeting held on 31 March 2021 to discuss the Animal Management By-laws and survey paper. Items considered by the Committee during this meeting included a facilitated discussion presented by the Regulatory Services Manager on the Animal Management By-Laws Review Discussion Paper and Survey Questions which is currently out for public consultation. Committee members engaged in the discussion and were asked to include these in their survey responses. Committee members were further requested to promote the consultation through their various networks. The next meeting will be held on 24 June 2021.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.5
REPORT TITLE:	Sustainability Strategy - Update April 2021
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	City Sustainability Manager, Katie O'Neill
APPROVER:	Director City Growth and Operations, Nadine Nilon

COMMUNITY PLAN

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

PURPOSE

This report seeks to provide Council a summary of the recent Elected Member's workshop on the City of Palmerston Sustainability Strategy 2021-2026.

KEY MESSAGES

- City of Palmerston has progressed work on the draft Sustainability Strategy (Strategy), undertaking internal staff workshops to formulate broad objectives and leading sustainability indicators framed around the pillars of environment, governance, community, and economy.
- An Elected Member's workshop on the strategy was held on 25 March 2021. This workshop provided Council with an opportunity to comment on the proposed objectives and indicators, as well discuss potential actions for the delivery of sustainability outcomes.
- Total 37 separate actions were identified at the workshop. These actions will now be assessed for priority of implementation and incorporated into the overall strategy.
- Community consultation of the Strategy will be undertaken in May, with a final draft to be presented to Council for adoption in June 2021.

RECOMMENDATION

THAT Report entitled Sustainability Strategy - Update April 2021 be received and noted.

BACKGROUND

At the First Ordinary Meeting of 17 March 2020 Council was presented with a receive and note report on the review and update of the 2013-2018 City of Palmerston Sustainability Strategy. This report detailed the intent to develop a new City of Palmerston Sustainability Strategy (Strategy) formulated around all four standard pillars of sustainability (i.e., environment, community, economics, and governance). The Strategy was to contain pragmatic sustainability actions with clear, measurable targets for delivery. The March 2020 report had an indicative time frame for development of the Strategy, which nominated November 2020, as the date for presentation of the draft Strategy.

At the First Ordinary Council Meeting of 2 March 2021 Council was presented with an update to the progress of the Strategy, which included a finalisation date for the Strategy as June 2021.

At this meeting Council also made the following decision:

13.2.2 Sustainability Strategy Update

THAT a Council workshop be held for the Sustainability Strategy in March 2021.

CARRIED 9/1509 – 02/03/2021

The workshop was held on the 25 March 2021 and provided an opportunity for City of Palmerston Aldermen to review proposed sustainability objectives and indicators. It also provided a platform for the suggestion of actions and strategies, which once implemented will lead to sustainable outcomes for City of Palmerston.

DISCUSSION

Sustainability objectives and associated leading indicators, formulated through consultation with City of Palmerston staff, were presented to the Aldermen at the workshop. The Sustainability Objectives and Indicators can be found in **Attachment 13.1.5.1**

Indicators were explained as the 'state of play' of an organisation. The implementation of actions that meet sustainability indicators and benchmarks will result in the achievement of the overarching objectives.

As part of the workshop, Alderman were requested to list proposed actions that would work towards the achievement of sustainability indicators. The following table lists all actions that were suggested in the workshop.

Table One: Proposed Sustainability Actions

Sustainability Pillar	Suggested Actions
Environment	<ul style="list-style-type: none"> • Water tanks for dog parks. • Grey water for gardens. • Recycled content for park furniture. • Sustainable tree plantings (appropriate tree species). • Optimise potable water use. • Purchase solar power from solar farms. • Use solar power. • Use grass species that require less water. • Include bike lock up amenities in parks. • Recycling bins at events and parks. • Connectivity of walking and bike tracks. • Get within sustainable yield for dolostone aquifer.
Governance	<ul style="list-style-type: none"> • Continued training on governance for elected members. • Weightings within contract selection criteria for sustainability initiatives/measures. • Hybrid vehicles for fleet purchasing.

Community	<ul style="list-style-type: none"> • Mitchell Creek walking and bike trails. • Community gardens. • Fruit trees on verges. • Urban infill where appropriate. • Electric charging stations and scooters. • Unlock our multi-cultural potential. • Community organised pop-up events. • Equitable access to community facilities. • Shuttle buses and ride shares. • Ban on single use plastics, environmentally friendly containers for businesses. • Increased promotion of the community benefits scheme. • More community infrastructure at vacant land parcels such as Marlow Lagoon • More footpaths and bike paths. • Multicultural facilities.
Economy	<ul style="list-style-type: none"> • Promote events that businesses can tap into. • Keep self-funded retirees here. • Undertake stakeholder engagement with businesses. • Support SME's (Small/Medium Enterprises) with rate incentives, lowering Council charges. • More national events such as the PGA • Encourage business to establish in Palmerston, new, existing, interstate, multinational. • Palmerston employment incentives i.e., 80% of your workforce results in rate decreases. • Encourage business to be sustainable, efficiencies lead to profitability (i.e., reduce overheads). • Encourage training and apprenticeship opportunities for SME's

These actions will now be assessed according to:

- i) The operational feasibility, i.e., the probability that the action will be successful.
- ii) Cost effectiveness of implementation.
- iii) Alignment with Council's policies and procedures.
- iv) Alignment to community interests.
- v) The impact of potential outcome of the actions. I.e., how effective will the action be in meeting the sustainability objectives.

Those actions that score highly against these criteria will be incorporated into the upcoming strategy and allocated a timeline for completion.

NEXT STEPS

There have been several delays to the development of the Strategy since Council was informed of the review and update in March 2020. Sustainability program planning and strategy development was impacted on by the COVID-19 pandemic. Since this time, extra allocation of resources has allowed the City Sustainability business unit to move through the proposed steps of development (see table two below, Sustainability Strategy Delivery Milestones).

The next step is for the draft Sustainability Strategy to be prepared, community consultation undertaken, and the final Strategy presented to Council in June. Community consultation will include a 21-day community consultation period, allowing for community input into the draft Strategy.

Table Two: Sustainability Strategy Delivery Milestones

	2020				2021					
Task	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Data collection										
Review and analysis of Council programs and 2018 Strategy.										
Determine leading indicators of sustainability.										
Council Workshop										
Development of Draft 2021 Strategy										
Community Consultation and finalisation of Strategy.										

Completed.



In Progress



On Track



CONSULTATION PROCESS

A community consultation program will be undertaken with the draft Strategy, which will include a 21-day public comment period.

Consultation to date on the Strategy has included:

- An Elected Members Workshop on objectives, indicators, strategies, and actions.
- Extensive staff consultation with the variety of business units across the organisation, including through an online survey, targeted meetings, and group discussions.
- A report to Council at the second ordinary meeting in March 2021, detailing the progress of the strategy.

POLICY IMPLICATIONS

Council current policies and strategies will be informed and guided by the Sustainability Strategy.

BUDGET AND RESOURCE IMPLICATIONS

An energy management consultant and software support have funded through the adopted budget for the development of this strategy. This service involved a \$5,000 start-up, and \$10,000 for the annual subscription fee. The service will be reviewed after a 12-month period.

The budget and resource considerations of each action will be incorporated into the strategy and future reports.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Environmental Sustainability is highly applicable due to the nature of the strategy. It will encourage actions and developments through the life of the strategy through the setting of key targets and establishing indicators of success. The strategy will provide a robust approach to strategic initiatives that will support council's ongoing work delivering on the sustainability focus under the Community Plan.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Appendix 1 City of Palmerston Sustainability Objectives and Indicators [Z3MY] [13.1.5.1 - 2 pages]

Appendix 1: City of Palmerston Sustainability Objectives and Indicators, 2021.

Sustainability Pillar	Objectives	Indicators
Environment	Minimising resource use.	<ul style="list-style-type: none"> • Increased Sustainable Energy Use • Increased Water Use Efficiencies • Green House Gas reductions • Increased Waste Diversion • Fuel Efficiencies
	Protect and restore natural areas and ecosystems	<ul style="list-style-type: none"> • Canopy Cover Increases. • Urban Biodiversity Increase.
	Ensure that built environments supports the natural environment and improves quality of life for residents.	<ul style="list-style-type: none"> • Green Infrastructure Increase. • Sustainable community access to environmental assets.
Governance	Improved systems in which Council operates and projects are undertaken.	<ul style="list-style-type: none"> • Integrated projects across all Council departments. • Improved contract management • Improved customer experiences
	Balancing needs in decision-making, recognising factors beyond cost and supporting longer term thinking	<ul style="list-style-type: none"> • Effective asset management • Long term vision and critical analysis (i.e., long term outcomes to achieve) for projects. • Staff retention & continuity.
	Leading with influence.	<ul style="list-style-type: none"> • Council fleet and purchasing decisions • Council's advocacy for sustainable outcomes. • Workplace behaviours and staff awareness.
Community	Realising the opportunity as a community facing organisation to influence actions and support community in shifting behaviours.	<ul style="list-style-type: none"> • Increase in community led events • Increase in uptake of Community Benefit Scheme. • Venue hire satisfaction and increase in use of the community buildings. • Increased sustainable behaviours at Council events • Increased walking and cycling rates. • Increased use of alternative transport

COUNCIL AGENDA

Attachment 13.1.5.1

	Council's decisions are to be informed by effective communication and consultation with the community.	<ul style="list-style-type: none"> Increased customer response to surveys and community engagement opportunities.
	Facilitating access and inclusiveness for all	<ul style="list-style-type: none"> Inclusivity considerations factored into all decision making, including Council employment
Economy	Council is supporting local industry through investment and procurement decisions.	<ul style="list-style-type: none"> Palmerston local businesses directly engaged by Council.
	Council incentivizes local businesses to drive innovation and increase local business capacity	<ul style="list-style-type: none"> Vacancy rates decrease. Sustainable partnerships between Council and local businesses increase. Increased diversity of business types in Palmerston
	Council support businesses to access training opportunities	<ul style="list-style-type: none"> Training and career pathways promoted and enabled for Palmerston local businesses.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.1
REPORT TITLE:	Alcohol Management - Marlow Lagoon
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Executive Assistant to Director Lifestyle and Community, Tree Gillam
APPROVER:	Director Lifestyle and Community, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval to permanently remove the alcohol exemption at Marlow Lagoon Reserve due to significant anti-social behaviour emanating for this location.

KEY MESSAGES

- Marlow Lagoon Reserve is the sole location within the Palmerston municipality that has an approved exemption area for the consumption of alcohol.
- In June 2020, Council requested a 4-month trial that would remove the exemption area within the Marlow Lagoon Reserve. This trial commenced on Monday 2 November 2020.
- Northern Territory Police provided a letter of support of the removal of the alcohol exemption at Marlow Lagoon Reserve due to significant anti-social behaviour emanating from the location.
- On 8 March 2021, an additional letter of support from the Northern Territory Police was received.
- Northern Territory Police provided statistical feedback indicating that since the commencement of the trial, there has been a 55- 60% reduction in interaction at the Lagoon.
- A specific gazette notice would be required if Council would like to reinstate the site as an exemption area following the trial.
- This report recommends the permanent removal of the alcohol exemption at Marlow Lagoon Reserve given the positive outcome delivered during the trial.

RECOMMENDATION

1. THAT Report entitled Alcohol Management - Marlow Lagoon be received and noted.
2. THAT Council permanently remove the alcohol exemption at Marlow Lagoon Reserve.

BACKGROUND

At the 2nd Ordinary Council Meeting of 20 October 2020 Council made the following decisions.

13.2.4 Alcohol Management

1. THAT Report entitled Alcohol Management be received and noted.

2. THAT Council adopt the amendments to the Council Policy AD03 Alcohol Management being **Attachment 13.2.4.3** to report entitled Alcohol Management.
3. THAT Council note the delay to the start of the removal of alcohol exemption at Marlow Lagoon Reserve, for reasons identified in the report which is effective 2 November 2020 for a minimum four-month trial period or until a further decision of Council.
4. THAT a report be prepared undertaking a review of the exemption area for the consumption of alcohol at Marlow Lagoon Reserve with consideration for anti-social behaviour and impacts to the community and approved exemption areas for the municipality by the 2nd Ordinary Meeting in April 2021.

CARRIED 9/1342- 20/10/2020

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

17.1.1 Review Exemption for the Consumption of Alcohol – Marlow Lagoon Reserve

1. That a report be prepared undertaking a review of the exemption for the consumption of alcohol at Marlow Lagoon Reserve with consideration of management of anti-social behaviour, impacts to the community and approved exemption areas for the municipality by the 2nd Ordinary Meeting in October 2020.
2. That Council seek relevant approvals for the implementation of a temporary full restriction on the consumption of alcohol at the Marlow Lagoon Reserve for a period of up to four months commencing as soon as possible.

CARRIED 9/1148 – 02/06/2000

Marlow Lagoon Reserve is the sole location within the Palmerston municipality that has an approved exemption area for the consumption of alcohol. It does not however currently have a gazette over it as per the new *Liquor Act 2019*.

Council is aware of frequent alcohol related incidents occurring within the Marlow Lagoon Reserve.

At the 1st Ordinary Council Meeting of 2 June 2020, Council asked staff to seek relevant approvals for the implementation of a temporary full restriction on the consumption of alcohol at the Marlow Lagoon Reserve for a period of up to four months.

Council placed a public notice in the NT News on Monday 19 October 2020. The public were afforded a two-week notice period prior to changes taking effect on Monday 2 November 2020. New temporary signage advising of the changes at Marlow Lagoon Reserve was erected and old signage removed or covered.



Northern Territory Police supported the removal of the current alcohol exemption that allows the consumption of alcohol at Marlow Lagoon Reserve.

Northern Territory Police report that they had seen an increase in anti-social behaviour emanating from the location, with large groups becoming heavily intoxicated and causing disturbances within the area, leading to further anti-social type offending. Prior to the commencement of the trial, Northern Territory Police identified in excess of 300 incidents requiring police response to the Marlow Lagoon Reserve over a period of 12 months.

This report provides an update on the trial period.

DISCUSSION

In consultation with Larrakia Nation and Palmerston Police, City of Palmerston Regulatory Services Rangers increased public places patrols from mid-2020 due to anti-social behaviour, illegal camping and rubbish at locations including Marlow's Lagoon. From the beginning of the removal of Alcohol trial in November 2020, Regulatory Services Officers continued to patrol Marlow Lagoon Reserve on a weekly basis between 6 am – 8 am but noticed a decrease in rubbish and camping.

They did not receive any reports of alcohol or antisocial behaviour at Marlow Lagoon from the public. There have been groups of people sighted on a couple of occasions but did not exhibit any signs of anti-social behaviour.



Marlow Lagoon Reserve

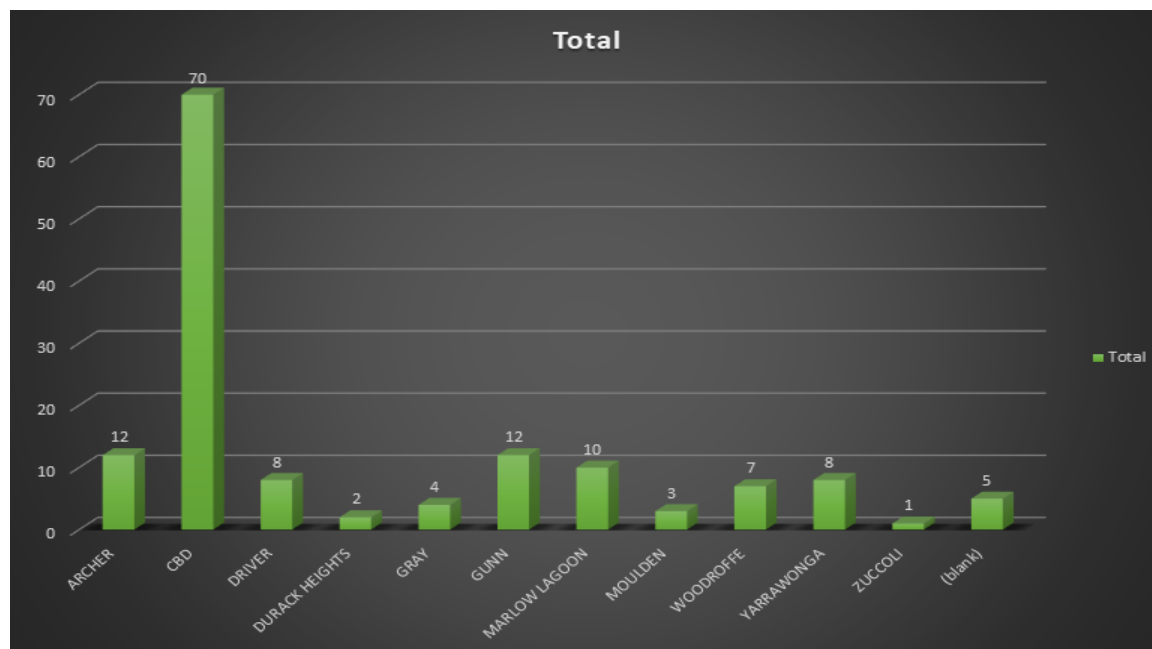


Marlow Lagoon Reserve



Marlow Lagoon Reserve

The graph below shows incidents of anti-social behaviour recorded by Regulatory Services in other locations around Palmerston during this period.



Northern Territory Police conducted a similar audit at the end of January 2021 investigating police activity in the area since the commencement of the trial in November 2020. With 35 similar cases identified over that period, it appears that there has been a reduction of 55% to 60% of anti-social behaviour incidents requiring police intervention. While there could conceivably be other contributing factors to a reduction in anti-social behaviour related incidents at Marlow Lagoon Reserve, Northern Territory Police suggest the stark contrast of results between the two datasets indicates the trial has made a large and quantifiably positive impact on the social order and public enjoyment of the reserve.

This information is discussed in the second letter of support received from the Northern Territory Police on 8 March 2021, **Attachment 13.2.1.1**.

The Northern Territory Police support the permanent removal of the alcohol exemption for the Marlow Lagoon Reserve and will continue to work in partnership with the City of Palmerston, and other stakeholders, on any initiative which will help make the Palmerston Community a safe place to live.

During the trial period Council did not receive any formal objections from the community regarding the removal of the exemption.

Like all other areas in Palmerston, community members may apply to Council for permission to consume alcohol at Marlow Lagoon Reserve for specific dates, times, and events i.e.: community events, special gatherings, weddings, and parties. This application process is an effective management tool that ensures we can meet the needs of the Community.

Should Council elect to retain the exemption then a specific gazette notice would be required. Based on the positive outcomes of the trial and in consideration of NT Police advice, it is being recommended that Council permanently remove the exemption in Marlow Lagoon.

CONSULTATION PROCESS

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

- Regulatory Services

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

- Northern Territory Police

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

Funding is required to submit a gazettal notice to the Northern Territory Government for:

- General Gazette of \$150 per application published by the Office of the Parliamentary Counsel every Wednesday with requests being submitted by 12 noon on Monday before publication or
- A Special Gazette of \$400 per application require a minimum of two-day turnaround and must include the reason for the urgency.

New permanent signage will be required.

Work is already underway to upgrade permanent signage at Marlow Lagoon. No further budget resources are required.

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.
- 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.

Some members of the Community may not support the removal given concerns for events etc. This is addressed by Council allowing consumption via an approval permit system.

Should Council reinstate the exemption there is a risk that anti-social behaviour will increase in the area affecting community well-being.

Social implications of failing to address alcohol management are outlined in the Riley Report and include increased anti-social behaviour and consequent offending in addition to increased alcohol related health outcomes.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

A Place for People

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

ATTACHMENTS

1. Letter of Support - City of Palmerston - Marlow Lagoon [13.2.1.1 - 2 pages]



COUNCIL AGENDA Attachment 13.2.1.1

Acting Officer in Charge
Palmerston Police Station

Kettle Street, Palmerston
PO Box 39764
Winnellie NT 0821

E robert.overall@pfes.nt.gov.au

T 08 8947 7204

Our reference

Amelia Vellar
Deputy Chief Executive Officer
Director Lifestyle and Community
City of Palmerston
PO Box 1
Palmerston, NT 0831

Re: Marlow Lagoon Alcohol Exemption

Dear Ms Vellar,

I write this letter to the City of Palmerston regarding the Northern Territory Police's (NTP) support of the trial of Alcohol Restrictions for the Marlow Lagoon Recreational Area (MLRA).

This submission is supplementary to the letter sent by Senior Sergeant FINN (SSGT FINN) on 14 October 2020 and affirms the NTP's continued support for the removal of the alcohol exemption, currently being trialed, at the MLRA.

As stated previously, the MLRA was identified by Police as a hot spot for Anti-Social Behaviour (ASB) requiring regular Patrols by NTP and other support agencies to maintain social order and reduce alcohol consumption in that public space. The alcohol exemption that related to that area, prior to the commencement of the trial, made the MLRA the only public place in Palmerston where alcohol could be lawfully consumed during the regulated exemption times.

Prior to the commencement of the trial, SSGT FINN identified in excess of 300 incidents requiring police response to the MLRA over a period of twelve (12) months.

A similar audit was conducted on 27 January 2021 investigating police activity in the area since the commencement of the trial on 2 November 2020. With 35 similar cases identified over that period, it appears that there has been a reduction of around 55 to 60% of ASB incidents requiring police intervention.

While there could conceivably be other contributing factors to a reduction in ASB related incidences in the MLRA, I would suggest the stark contrast of results between the two datasets indicates the trial has made a large and quantifiably positive impact on the social order and public enjoyment of the reserve.

The NTP supports the removal of the alcohol exemption for the MLRA and will continue to work in partnership with the City of Palmerston, and other stakeholders, on any initiative which will help make the Palmerston Community a safe place to live, visit and do business.

Yours sincerely



Rob Overall
Acting Senior Sergeant 3218
Acting Officer in Charge
Palmerston Police Station
8 March 2021

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Driver Family Resource Centre Rental Agreement Extension
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Director Organisational Services, Silke Maynard
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval to extend the current rental agreement of the Driver Family Resource Centre to Red Cross Australia, for two years to 30 June 2023.

KEY MESSAGES

- Red Cross Australia currently have a rental agreement for the Driver Resource Centre expiring on 30 June 2021.
- Red Cross Australia have advised that the Communities for Children program has ongoing funding and have written to Council to request a further extension to their current rental agreement.
- The Communities for Children program delivered from the Driver Resource Centre is considered to provide significant benefit to Palmerston families.
- The facility is currently utilised by multiple user groups, including Playgroup NT, Save the Children Playgroup, Tumble Down Tots, the Seventh Day Adventist Church, Light and Life in Jesus and the Nepalese Association.
- The facility cannot be used for its original purpose as it is unviable given current compliance requirements of operating a childcare facility and alternate uses are limited given the design of the facility.
- Council Policy *AD04 Lease of Council Property* allows for Council to consider an alternate process related to long-term leasing of Council facilities.
- It is being recommended that Council offer Red Cross Australia a two-year extension to the current rental agreement, expiring on 30 June 2023, based on the value of the program to the Community, and usability of the facility.
- A two-year rental agreement extension will allow Council additional time to review and consider the long-term future use and options for this facility.

RECOMMENDATION

1. THAT Report entitled Driver Family Resource Centre Rental Agreement Extension be received and noted.
2. THAT Council endorse the rental agreement extension of two years to Red Cross Australia for the Drive Family Resource Centre, until 30 June 2023, in accordance with the alternative process for a

long-term lease achieving greater community benefits outlined in Council Policy AD04 *Lease of Council Property*.

BACKGROUND

At the 1st Ordinary Council Meeting of 2 June 2020, Council endorsed the following recommendations:

Driver Family Resource Centre Lease

1. *THAT Report entitled Driver Family Resource Centre Lease be received and noted.*
2. *THAT Council approve the extension of Red Cross Australia's existing lease of Driver Family Resource Centre by one year, to end 30 June 2021.*

CARRIED 9/1145 – 02/06/2020

Red Cross Australia has held a rental agreement for the Driver Family Resource Centre since 1 October 2015, with the original agreement expiring on 30 June 2019. Red Cross Australia requested an additional one-year lease extension in 2018 to be added to their lease term, with the lease extended until 30 June 2020 and requested a further one-year extension in 2020 to the 30 June 2021.

The lease arrangement is for the organisation to fulfil the duties of Core Tenant, as is the tradition of this facility, in exchange for a reduced rental cost of \$350 per month, or \$4,200 per year (GST Inc).

As Core Tenant the organisation plays a role in the day-to-day management of the facility and provides an on-site presence which enhances security and communication. Red Cross has full-time use of the two offices plus a garden shed, and restricted scheduled use of the shared program space including common area, activity room, kitchen, and outside play area, of 25 hours per week.

The facility has regular weekly bookings with other users including Playgroup NT, Save the Children Playgroup, Tumble Down Tots, the Seventh Day Adventist Church, Light and Life in Jesus and the Nepalese Association.

This community facility structure is only useful for the provision of family programs based around suitable and safe children's play. It is not useful for typical community hall purposes, such as large meetings or celebrations due to the layout; a series of small rooms, and a communal child-scale toilet and ablutions room. Child-safe fencing and other child-friendly features such as low-height wash facilities, shaded lawn areas and sandpit make this an ideal site for the child-centred programs offered by the current user groups.

DISCUSSION

Red Cross Australia's Community for Children funding is allowing the program to be delivered for another five years. Red Cross Australia is requesting a further extension to their current rental agreement of the facility.

A measure of success under Council's Community Plan is "increased accessibility of Council facilities and resources for community activities for all members of our community." Having a user group such as Red Cross Australia, who delivers the Communities for Children project for 0 – 4-year-old, as Core Tenant, plus the other playgroup user groups, is a positive outcome for Council. There has been low interest in community use for the facility, other than occasional booking queries about morning availability and children's parties.

Red Cross Australia uses the Driver facility as an extension of their Darwin offices, to allow for a presence in Palmerston. They provide children's and family support programs across one and a half days. Palmerston is the Family City of the Northern Territory, so having a Palmerston based support program in our community is vital.

In line with Council Policy *AD04 Lease of Council Property*, Council should assess the benefit to the community as well as commercial benefits when granting leases. As this property is not easily purposed for commercial use, it is recommended Council consider extending the community use.

A further two-year extension of the existing rental agreement to the 30 June 2023 to Red Cross Australia for the facilitation of the Communities for Children project providing significant benefit to Palmerston Community is recommended. The further two years will allow Council to review the management of the facility going forward. With the limited use due to the structural set up, the facility does not offer value to wider community groups and therefore is a usual facility for Council to operate. A thorough review of the facility with all considerations of any options of management of the facility will be presented to Council before this rental agreement expires on 30 June 2023.

CONSULTATION PROCESS

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

- Director of Lifestyle and Community

POLICY IMPLICATIONS

Policy number *AD04 Lease of Council Property* allows for Council to undertake an alternative process for the long-term lease where in Council's opinion, an alternative lease approach will achieve greater benefits and minimal risk to the Palmerston community than could be achieved through a public process and will entertain direct negotiations to the exclusion of a public process.

BUDGET AND RESOURCE IMPLICATIONS

The rental arrangement is for the organisation to fulfil the duties of Core Tenant, as is the tradition of this facility, in exchange for a reduced rental cost of \$350 per month, or \$4,200 per year (GST Inc).

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).

There is a risk that Council is perceived to be giving Red Cross Australia an advantage over other community groups and/or commercial operators as this facility has not been through a public process for a considerable period. However as discussed, this community facility is unusual in its current form and Red Cross Australia's use aligns with Council's strategic vision.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

1st Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Council Policy Review - EM02 Elected Members Benefits and Support
MEETING DATE:	Tuesday 20 April 2021
AUTHOR:	Governance Lead, Caroline Hocking
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

This report reviews Council Policy *EM02 Elected Members Benefits and Support* and Council's obligatory requirements under the incoming *Local Government Act 2019*.

KEY MESSAGES

- In preparation for the commencement of the *Local Government Act 2019* a review is being undertaken on Council's current policies and consideration of new policies required.
- A review has been undertaken on Council Policy *EM02 Elected Members Benefits and Support* and recommendations have been made to ensure compliance with the incoming Act.
- Additions have been made to strengthen the policy to ensure Elected Member specific needs have been identified.
- It is being recommended that section gifts and benefits within the Elected Members Benefits and Support policy be removed and form a policy of its own.
- Currently, Elected Member Allowances are paid in accordance with current local government *Guideline 2: allowances for council members*. The incoming Act provides for council member allowances to be determined by the Remuneration Tribunal.
- Elected Member Allowances will continue to be paid in accordance with current local government Guidelines until the Remuneration Tribunal makes its first report, which will be after 1 July 2021.
- It is recommended that amended Council Policy Elected Member Allowances and Expenses be adopted to come into effect on 1 July 2021 and that the policy be reviewed once the Remuneration Tribunal makes its first report.
- It is recommended that the Gifts and Benefits policy come into effect on 1 July 2021.

RECOMMENDATION

1. THAT Report entitled Council Policy Review - EM02 Elected Members Benefits and Support be received and noted.
2. THAT amended Council Policy Elected Member Allowances and Expenses at **Attachment 13.2.3.2** of Report entitled Council Policy Review - EM02 Elected Members Benefits and Support be adopted to replace Council's current policy *EM02 Elected Members Benefits and Support* to come into effect on 1 July 2021.

3. THAT Council adopt Gifts and Benefits for Elected Members at **Attachment 13.2.3.4** of Report entitled Council Policy Review - EM02 Elected Members Benefits and Support as a policy of Council to come into effect on 1 July 2021.

BACKGROUND

With the new *Local Government Act 2019* commencing on 1 July 2021 a review is being undertaken on Council's current policies to ensure compliance. As part of this process, new policies will be developed and presented to Council as the review progresses.

Council adopted current policy *EM02 Elected Members Benefits and Support* at its Ordinary meeting held on 1 May 2018.

The new Act still requires Council to hold a policy that provides for Elected Member allowances, expenses, setting out Council's process, and limitations.

DISCUSSION

Elected Members Allowances are currently paid in accordance with current local government *Guideline 2: allowances for council members*. The incoming *Local Government Act 2019* provides for council member allowances to be determined by the Remuneration Tribunal.

After 1 July 2021, and until the Remuneration Tribunal makes its first report on council member allowances, Elected Members will continue to be paid under the current guidelines. Once the tribunal's first report has been made, the incoming local government Regulations rules will apply.

The Department of the Chief Minister and Cabinet released notification of the Table of Allowances set by the Minister for 2021/2022 in February 2021, noting no change to the allowance amounts from the current financial year.

A review of Council Policy *EM02 Elected Members Benefits and Support* has been undertaken considering the *Local Government Act 2019* and Council's current processes to ensure the policy provides for Elected Members to carry out their official duties in the most efficient and cost effective way. The revised policy is provided at **Attachment 13.2.3.2** and covers the following areas:

Elected Member Allowance

The intent in this section remains the same.

Professional Development Allowance

Consideration has been given to recognise the most appropriate use of an Elected Member's Professional Development Allowance, identifying the types of conference or training that may be expended and reimbursement for high-cost training courses.

Extra Meeting Allowance

Council will set its Extra Meeting Allowance payable per Extra Meeting during its annual budget deliberations and publish the amount on the Council Website.

Elected Member Travel

The *Local Government Act 2019* allows councils to adopt a policy that provides for Elected Members to be entitled to payment or reimbursement of reasonable expenses for travel and accommodation.

In line with advice received from the Department of the Chief Minister and Cabinet, consideration has been given to the most efficient and equitable approach to booking travel and accommodation for Elected Members and reporting of cancelled bookings that are a cost to Council.

Information Technology Capital Entitlement

Consideration has been given to the specific needs of Elected Members, identifying details of limitations on entitlements. The claimable amount is set at Council's current amount being \$1,200 excluding GST.

Communication Entitlement

Consideration has been given to the specific needs of Elected Members, identifying details of limitations on entitlements. The claimable amount is set at Council's current amount being \$800 excluding GST.

Council Resources

The intent of this section remains the same. Consideration has been given to the specific needs of Elected Members, identifying details of limitations on entitlements. Clarification has been provided on Elected Member communication through the Chief Executive Officer.

Mayoral Benefits

The intent of this section remains the same.

Insurance

Council's Motor Vehicle Insurance Policy was updated in September 2019 to provide coverage for Elected Members who use their privately owned vehicle that is comprehensively insured, to cover for the loss of excess and no claims bonus (for first renewal after the event only) of up to \$1,500 per event, whilst travelling on approved Council business. Section 4.9.1 (c) of the draft policy has been amended to note this insurance type is 'limited'.

Section 4.2.7 of the current policy has been amended to remove the part referring to Council keeping a history of Elected Members. This is a requirement under the local government regulations and is not necessary to list in a policy of Council.

It is also being recommended that 'Gifts and Benefits' be removed from the Elected Member Allowances and Expenses policy as it is not considered an allowance or expense by Council.

Section 112 of the *Local Government Act 2019* requires Council to adopt a policy in relation to gifts and benefits received by Elected Members. The Act states that the policy must differentiate between what is given to a Member for the Council and what is given to a Member, and that notice of any gift or benefit

received be provided to the CEO as soon as practicable. The Act however does not set out what should be in the policy.

A Gifts and Benefits for Elected Members policy has been drafted based on Council's current process for Council staff and considers the requirements as set out by the Independent Commissioner Against Corruption (ICAC).

It sets out the main principles being that Members must not accept gifts or benefits that will improperly (or be perceived to improperly influence) the decisions of the Elected Member or the Council. The draft policy is provided at **Attachment 13.2.3.4**.

It is recommended that amended Council Policy Elected Member Allowances and Expenses be adopted from the commencement of the Local Government Act 2019 being 1 July 2021. However, it should be noted allowances will continue to be paid in accordance with Guideline 2 until the Remuneration Tribunal determines the council member maximum allowance amounts. Once this occurs, the policy will be reconsidered and brought back to Council for review.

It is also recommended that draft Council Policy Gifts and Benefits for Elected Members be adopted to come into effect on 1 July 2021.

CONSULTATION PROCESS

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

- Governance and Strategy Manager

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

- Department of the Chief Minister and Cabinet

Community consultation is not required as the policies contained within this report are a requirement under the *Local Government Act*.

POLICY IMPLICATIONS

It is noted that the new Act provides for council member allowances to be determined by the Remuneration Tribunal. After 1 July 2021, and until the Remuneration Tribunal makes its first report on council member allowances, policies that relate to allowances will continue in accordance with the allowance categories and rules under *Guideline 2: Council member allowances*.

Once the Remuneration Tribunal makes its first report, a review will be undertaken on Council's policy to ensure compliance.

BUDGET AND RESOURCE IMPLICATIONS

Elected Member Allowances will be set annually by Council as part of budget deliberations, in accordance with the determined maximum amounts set by legislation.

Allowances cannot be increased once Council has resolved its amount for the financial year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government Act 2019* provides that the Remuneration Tribunal will determine the maximum council member allowances. However, until the tribunal makes its first report setting the amounts, the local government guideline 2: *allowances for council members* will remain in force.

This means there will be a “transitional period” and the Department of the Chief Minister and Cabinet are looking into transitional arrangements in the Regulations that address this issue. Council’s review of policy EM02 *Elected Members Benefits and Support* has been updated based on the requirements under the *Local Government Act 2019* commencing 1 July 2021 and Council’s process. Once the Remuneration Tribunal has released its first report, Council’s policy will be reviewed.

Elected Members should be conscious of public perception when setting Extra Meeting Allowance claimable per meeting during its annual budget deliberations, to ensure the amount is deemed fair and appropriate when analysed by a third party.

It is a legislative requirement that all expenses under the Elected Member Allowances and Expenses policy be provided for in Council’s budget and identified in monthly and annual financial reports.

It is important for Elected Members to understand the associated risks when accepting gifts or benefits and differentiating between personal gifts and perceived personal gifts being accepted as an Elected Official. Once elected, Members are a representative of the City of Palmerston and must be conscious when accepting gifts or benefits from a person or group who they had known or held a relationship with prior to becoming an Elected Member.

For example, if an Elected Member accepts lunch from a person or group who have an interest in a Council matter, even if the Member considers the gift as ‘personal’, the Member must not accept the gift. Elected Members must not accept a gift or benefit that may be perceived to improperly influence the decisions of an Elected Member. The Member would also be required to declare this as a ‘perceived’ conflict of interest.

The Independent Commissioner Against Corruption (ICAC) sets out disclosure requirements for the offering and acceptance of gifts or benefits and details the associated corruption risks.

The draft Gifts and Benefits for Elected Members Policy could be adopted at any time, however as gifts and benefits are still referred to within the existing Elected Member Benefits and Support Policy the policies would be conflicting and therefore not appropriate to commence prior to 1 July 2021.

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders
Context: Council needs to be credible and trusted by those within and external to the Council.
- 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. Current Council Policy - EM02 Elected Members Benefits and Support [**13.2.3.1** - 4 pages]
2. Tracked Council Policy - EM02 - Elected Member Benefits and Support Policy [**13.2.3.2** - 6 pages]
3. Draft Council Policy - Elected Member Allowances and Expenses [**13.2.3.3** - 4 pages]
4. Draft Council Policy - Gifts and Benefits for Elected Members [**13.2.3.4** - 3 pages]

EM02

Name:	Elected Members Benefits and Support		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services		
Approval Date:	18/06/2019	Next Review Date:	16/06/2020
Records Number:		Decision Number:	9/0691

1 PURPOSE

The City of Palmerston is committed to ensuring Elected Members are provided with the support necessary for them to effectively carry out their roles in Council. This policy covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

Council supports the principles that:

- Elected Members should be provided with support that is necessary or expedient to the performance or discharge of their official functions and duties;
- Elected Members should not be out-of-pocket as a result of performing and discharging their official Council functions and duties; and
- all facilities, services and support provided to the Elected Members, other than those specifically provided to the position of Mayor will be available to all members equally.

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Aldermen
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

4.1 Elected Member Allowances

4.1.1 Council will pay all Elected Members the following allowances as per *Ministerial Guideline 2: Allowances for Council Members*:

- Base Allowance;
- Electoral Allowance; and
- Professional Development Allowance.

4.1.2 Extra Meeting Allowance

4.1.2.1 For Ordinary Elected Members this allowance is paid only after an approved claim has been made.

4.1.2.2 In accordance with Section 2 of *Ministerial Guideline 2: Allowances for Elected Members*, Council has determined only attendance at the following meetings will attract the allowance:

- Council Committee Meetings;

EM02

- ii. Special Meetings of Council;
 - iii. Special Meetings of Council Committees;
 - iv. Council Advisory/Reference Group Meetings;
 - v. Council workshops or briefings;
 - vi. Meetings of external agencies or organisations to which Council has formally appointed a council member to represent the Council or a member nominated through or with the Local Government Association of the Northern Territory as a representative; and
 - vii. Professional Development courses/conferences that have approval and are in line with Council Policy.
- 4.1.3 In accordance with Section 6(d)(iv) of *Ministerial Guideline 2: Allowances for Elected Members*, where an Elected Member is travelling to undertake a Professional Development activity, the Elected Member may claim an extra meeting allowance for each full day of travel, unless that travel falls on the same day which the meeting is held. A full day of travel means at least four hours of travelling, including transit.
- 4.1.4 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.
- 4.2 Elected Member Benefits**
- 4.2.1 In order to ensure Elected Members are able to have ready access to technology enabling them to perform their roles as efficiently as possible, they are provided with:
- A one-off per election term Information Technology Capital Entitlement for the cost of technology equipment to the value of \$1,200 (excluding GST). Reimbursement will occur from Council once a paid Tax Invoice has been received.
 - An Annual Communications Entitlement of \$800 (excluding GST) per financial year, for communications and printing costs. This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.
 - A Council email address for official use in their role as Elected Member, together with calendar facility. An Elected Member's calendar shall be available to other Elected Members and staff in order to facilitate the smooth running of Council operations, and as a record of their activities.
 - An Elected Members Portal with dedicated access to Council business papers.
- 4.2.2 Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment.
- 4.2.3 Elected Members shall be provisioned with business cards and name badges for their use.
- 4.2.4 Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided.
- 4.2.5 Use of Council's photocopying facilities for official business is available for Elected Members through the Mayor's Executive Assistant. Circulars, publications or election material are specifically excluded from this benefit.
- 4.2.6 Elected Members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.
- 4.2.7 A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals. A history of members elected to office will be appropriately recorded photographically under direction of the CEO.
- 4.2.8 In addition to the benefits above, the Mayor is entitled to the following additional benefits to assist them in their civic duties:
- Provision and maintenance of Mayoral Robes and Chain of Office.
 - Mobile phone and suitable telecommunication plan

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- An office and administrative and secretarial assistance for official use.
- Provision and use of official Mayoral stationery.
- Reimbursement for costs associated with attendance and participation at official functions where Council is represented.
- Fully maintained Council vehicle for private and official use.

4.3 Elected Member Travel

- 4.3.1 Elected Members wishing to attend a conference, workshop, seminar or relevant training session incurring travel costs at Council's expense shall apply to the CEO for approval.
- 4.3.2 Air travel is to be by the most reasonably economic means available, and shall not include business or first class.
- 4.3.3 Accommodation, meals and associated travel costs are to be covered by prior approval of the CEO.
- 4.3.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.
- 4.3.5 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.

4.4 Insurance

- 4.4.1 Elected Members will receive the benefit of insurance cover subject to the wording, limits, excesses and terms and conditions specified in Council's insurance policies for the following:
 - Personal Accident;
 - Professional Indemnity and Public Liability;
 - Motor Vehicle; and
 - Councillors and Officers Liability

4.5 Gift and Benefits Received by Elected Members

- 4.5.1 Where gifts and benefits are not provided for under this policy are offered to Elected Members in the course of their roles which are above the value of \$50 (including GST), Elected Members will immediately inform in writing the CEO with regards to the following:
 - The nature of the gift or benefit, i.e. concert tickets, bottle of wine, dinner;
 - The value of the gift or benefit;
 - How the Elected Member proposes to treat the gift or benefit, i.e. accept and keep, decline the gift or benefit.
- 4.5.2 The CEO will maintain a register of Elected Members Gifts and Benefits identifying all gifts and benefits offered to and accepted (or not accepted) by the Elected Members.

5 ASSOCIATED DOCUMENTS

- 5.1 Council Policy EM01 *Elected Members*
- 5.2 Code of Conduct for Elected Members



6	REFERENCES AND RELATED LEGISLATION
6.1	<i>Local Government Act</i>
6.2	<i>Ministerial Guideline 2: Allowances for Council Members</i>

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Name:	Elected Members Benefits and Support Elected Member Allowances and Expenses		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Governance and Regulatory Services Governance and Strategy Manager		
Approval Date:	18/06/2019	Next Review Date:	16/06/2020
Records Number:		Decision Number:	

1 PURPOSE

~~The City of Palmerston is committed to ensuring. This policy sets out~~ Elected Members allowances and expenses payable to are provided with the support necessary support for them to effectively carry out their roles in Council. This policy covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

~~Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner that ensures the proper use of Council resources in the most efficient and cost effective way.~~

~~Council supports the principles that:~~

- ~~• Elected Members should be provided with support that is necessary or expedient to the performance or discharge of their official functions and duties;~~
- ~~• Elected Members should not be out-of-pocket as a result of performing and discharging their official Council functions and duties; and~~
- ~~• all facilities, services and support provided to the Elected Members, other than those specifically provided to the position of Mayor will be available to all members equally.~~

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Aldermen
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

4.1 Elected Member Allowances

~~4.1.1 Allowances are set annually by Council as part of budget deliberations.~~

~~4.1.2 Allowances (apart from Professional Development Allowance) are to be paid from 1 July each year on a monthly basis in arrears by electronic funds transfer to the Elected Member's nominated account.~~

~~4.1.3 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.~~

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~~4.1.1 Council will pay all Elected Members the following allowances as per Ministerial Guideline 2: Allowances for Council Members:~~

- ~~• Base Allowance;~~
- ~~• Electoral Allowance; and~~
- ~~• Professional Development Allowance.~~

4.2 Extra Meeting Allowance

~~4.2.1 For Ordinary Elected Members this allowance may be paid by attending the following types of meetings (alternate members are only paid if the appointed member is not in attendance):~~

~~4.2.1.1 is paid only after an approved claim has been made.~~

~~4.2.1.2 In accordance with Section 2 of Ministerial Guideline 2: Allowances for Elected Members, Council has determined only attendance at the following meetings will attract the allowance:~~

- ~~(a) Council Committee Meetings;~~
- ~~(b) Special Meetings of Council;~~
- ~~(c) Special Meetings of Council Committees;~~
- ~~(d) Council Advisory/Reference/Networking Group Meetings;~~
- ~~(e) Council workshops or briefings;~~
- ~~(f) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council; and~~
- ~~(g) Meetings of the Local Government Association of the Northern Territory where the Elected Member is a delegate of the Council.~~
- ~~(f) Meetings of external agencies or organisations to which Council has formally appointed a council member to represent the Council or a member nominated through or with the Local Government Association of the Northern Territory as a representative; and~~
- ~~(g)(h) Professional Development courses/conferences that have approval and are in line with Council Policy.~~

~~4.2.2 Extra Meeting Allowance payable per Extra Meeting is set annually by Council as part of budget deliberations and published on the Council website.~~

~~4.2.3 Extra Meeting Allowance may be claimed where substantial travel of at least four hours (including any transit time) occurred to attend an Extra Meeting on a different day the meeting was held.~~

~~4.2.4 Elected Members must attend at least 75% of the duration of an Extra Meeting to be eligible to claim.~~

~~4.2.5 Claims forms are to be submitted by the second working day in the month following the meeting. Late claims will be paid the following month.~~

~~4.2.6 Extra Meeting Allowance claims for the financial year must be submitted by the last payment run for the end of financial year.~~

4.3 Professional Development Allowance

~~4.3.1 May be applied for on Council's approved form and submitted to the Chief Executive Officer (CEO) for approval.~~

~~4.3.2 May be expended in relation to attending or undertaking the following types of conference and training:~~

- ~~(a) Course study or other training course relevant to perform as an Elected Member;~~

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- (b) A conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government, Council services, Council vision or duties relevant to being an Elected Member; or
- (c) Training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint.

4.3.3 If an Elected Member is attending a training course that exceeds the professional development allowance available in the current financial year:

- (a) Any remaining professional development allowance in the current financial year may be expended to partially pay for the training course with the Elected Member personally paying the additional costs; and
- (b) An Elected Member may apply to be reimbursed for the additional costs of the training course against the professional development allowance in future financial years.

4.3.4 Access to reimbursement is subject to:

- (a) Being an Elected Member at the time when a claim for reimbursement is made; and
- (b) Any changes in the maximum amount of professional development allowance available in the future financial year(s).

4.4 Elected Member Travel

4.4.1 Air travel is to be by the most reasonable means available, taking into consideration flight times, flight duration and dates available and shall not include business or first class. If air travel is required, it will be booked and paid by the Council.

4.4.2 Accommodation is to be by the most reasonable means available and will be booked and paid by the Council.

4.4.3 An Elected Member required to travel for Council business by Council resolution, is entitled to payment or reimbursement for reasonable expenses for necessary travel and accommodation.

4.4.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.

4.4.34.4.5 Should car hire be required, any traffic infringement notices and fines are the individual responsibility of the driver of the vehicle.

4.4.44.4.6 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.

4.4.54.4.7 Meals and incidentals are to be in accordance with the ATO taxation determination.

4.4.64.4.8 All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the Elected Member. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference, or other event.

4.4.9 Where travel arrangements need to be changed or cancelled, the Elected Member must inform the CEO in writing as soon as possible to minimise any financial loss to Council.

4.4.74.4.10 The CEO is to report any non-attendance at the next Ordinary Council Meeting.
4.4.8—

4.5 Information Technology Capital Entitlement

4.5.1 Once per Council term, each Elected Member is entitled to claim an Information Technology Capital Entitlement up to the value of \$1,200 excluding GST to purchase equipment to carry out official duties (e.g. laptop, computer).

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4.5.2 Reimbursement will occur from Council once a paid tax invoice has been received.

4.6 Communication Entitlement

- 4.6.1 Each financial year each Elected Member is entitled to claim a Communication Entitlement up to the value of \$800 excluding GST to carry out official duties (e.g. phone bills, internet connectivity).
- 4.6.2 This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.
- 4.6.3 Proof of evidence must include the Member's Name, or place of residence, or phone number.
- 4.6.4 Communication Entitlement claims for the financial year must be submitted by the last payment run for the end of financial year.

~~4.1 Elected Member Benefits~~

- ~~4.1.1 In order to ensure Elected Members are able to have ready access to technology enabling them to perform their roles as efficiently as possible, they are provided with:~~
 - ~~• A one-off per election term Information Technology Capital Entitlement for the cost of technology equipment to the value of \$1,200 (excluding GST). Reimbursement will occur from Council once a paid Tax Invoice has been received.~~
 - ~~• An Annual Communications Entitlement of \$800 (excluding GST) per financial year, for communications and printing costs. This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.~~

4.7 Council Resources

The following will be provided to Elected Members to assist in carrying out official duties:

- (a) A Council email address with calendar facility. An Elected Member's calendar shall be available to other Elected Members and staff in order to facilitate the smooth running of Council operations and as a record of their activities relating to undertaking official duties;
- (b) Name badge;
- (c) Business Cards;
- (d) An Elected Members Portal with dedicated access to Council business papers;
- (e) Through the CEO, Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment;
- (f) Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided;
- (g) Elected Members wishing to use Council resources, such for photocopying and printing, must arrange for the use of these resources through the CEO. Council resources may not be used for personal documents or for circulars, publications or election material;
- (h) Elected members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.
- (i) A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals.

- ~~• A Council email address for official use in their role as Elected Member, together with calendar facility. An Elected Member's calendar shall be available to other~~

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- ~~Elected Members and staff in order to facilitate the smooth running of Council operations, and as a record of their activities.~~
- ~~• An Elected Members Portal with dedicated access to Council business papers.~~
 - ~~4.1.2 Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment.~~
 - ~~4.1.3 Elected Members shall be provisioned with business cards and name badges for their use.~~
 - ~~4.1.4 Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided.~~
 - ~~4.1.5 Use of Council's photocopying facilities for official business is available for Elected Members through the Mayor's Executive Assistant. Circulars, publications or election material are specifically excluded from this benefit.~~
 - ~~4.1.6 Elected Members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.~~
 - ~~4.1.7 A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals. A history of members elected to office will be appropriately recorded photographically under direction of the CEO.~~

4.8 Mayoral Benefits

- ~~4.1.8~~ 4.8.1 ~~In addition to the benefits above, t~~The Mayor is entitled to the following additional
benefits to assist them in ~~their civic~~undertaking official duties:
- ~~(a) Provision and maintenance of Mayoral Robes and Chain of Office;~~
 - ~~(b) Mobile phone and suitable telecommunication plan;~~
 - ~~(c) An office; and administrative and secretarial assistance for official use.~~
 - ~~(e)(d)~~ Administrative assistance for official use (as agreed with the CEO);
 - ~~(d)(e)~~ Provision and use of official Mayoral stationery.
 - ~~(f) Use of a dedicated fully maintained Council vehicle for official and private use within the Northern Territory; and~~
 - ~~(e)(g)~~ Reimbursement for costs associated with attendance and participation at official functions where Council is represented.
 - ~~(f) Fully maintained Council vehicle for private and official use.~~

4.2 Elected Member Travel

- ~~4.2.1 Elected Members wishing to attend a conference, workshop, seminar or relevant training session incurring travel costs at Council's expense shall apply to the CEO for approval.~~
- ~~4.2.2 Air travel is to be by the most reasonably economic means available, and shall not include business or first class.~~
- ~~4.2.3 Accommodation, meals and associated travel costs are to be covered by prior approval of the CEO.~~
- ~~4.2.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.~~
- ~~4.2.5 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.~~

4.3 4.9 Insurance

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~~4.3.14.9.1~~ Elected Members will receive the benefit of insurance cover subject to the wording, limits, excesses and terms and conditions specified in Council's insurance policies for the following:

- (a) Personal Accident;
- (b) Professional Indemnity and Public Liability;
- (c) Motor Vehicle (limited); and
- (d) Councillors and Officers Liability.

~~4.4 — Gift and Benefits Received by Elected Members~~

~~4.4.1 — Where gifts and benefits are not provided for under this policy are offered to Elected Members in the course of their roles which are above the value of \$50 (including GST), Elected Members will immediately inform in writing the CEO with regards to the following:~~

- ~~The nature of the gift or benefit, i.e. concert tickets, bottle of wine, dinner;~~
- ~~The value of the gift or benefit;~~
- ~~How the Elected Member proposes to treat the gift or benefit, i.e. accept and keep, decline the gift or benefit.~~

~~4.4.2 — The CEO will maintain a register of Elected Members Gifts and Benefits identifying all gifts and benefits offered to and accepted (or not accepted) by the Elected Members.~~

5 ASSOCIATED DOCUMENTS

~~5.1 — Community Plan~~

~~5.2 — Code of Conduct for Elected Members and Committee Members~~

~~5.3 — Council Policy Breach of Code of Conduct by Elected Member~~

~~5.4 — Professional Development Allowance Application Form~~

~~5.5 — Extra Meeting Allowance Claim Form~~

~~5.1 — Council Policy EM01 Elected Members~~

~~5.2 — Code of Conduct for Elected Members~~

6 REFERENCES AND RELATED LEGISLATION

~~6.1 — Local Government Act~~

~~6.2 — Ministerial Guidelines 2: allowances for council members~~
~~Local Government Act~~

~~6.2 — Ministerial Guideline 2: Allowances for Council Members~~

Name:	Elected Member Allowances and Expenses		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	20/04/2021	Next Review Date:	20/04/2025
Records Number:		Decision Number:	

1 PURPOSE

This policy sets out Elected Members allowances and expenses payable to provide necessary support to effectively carry out their roles in Council. This policy covers allowances, benefits, and support to be provided to Elected Members.

2 PRINCIPLES

Council is committed to providing payment or reimbursement of allowances and expenses to Elected Members to carry out their official duties in an accountable, transparent manner that ensures the proper use of Council resources in the most efficient and cost effective way.

3 DEFINITIONS

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

Term	Definition
Allowances	Allowances provided in compensation to Elected Members in consideration and recognition of the time and effort spent in their roles on Council.
Elected Member	Individuals elected to Council. For the purposes of this policy, Elected Member refers to Mayor, Deputy Mayor and Aldermen
Ordinary Elected Member	An Elected Member other than the Mayor, Deputy Mayor or, during the relevant period, an acting Mayor.

4 POLICY STATEMENT

- 4.1 **Elected Member Allowances**
 - 4.1.1 Allowances are set annually by Council as part of budget deliberations.
 - 4.1.2 Allowances (apart from Professional Development Allowance) are to be paid from 1 July each year on a monthly basis in arrears by electronic funds transfer to the Elected Member's nominated account.
 - 4.1.3 Where an Elected Member is acting as Mayor in the absence of the Mayor the acting Mayor will be paid 100% of the Mayoral Base and Electoral Allowance for that period.
- 4.2 **Extra Meeting Allowance**
 - 4.2.1 For Ordinary Elected Members this allowance may be paid by attending the following types of meetings (alternate members are only paid if the appointed member is not in attendance):
 - (a) Council Committee Meetings;
 - (b) Special Meetings of Council;
 - (c) Special Meetings of Council Committees;
 - (d) Council Advisory/Networking Group Meetings;
 - (e) Council workshops or briefings;

- (f) Meetings of external agencies or organisations to which Council has formally appointed an Elected Member to represent the Council; and
 - (g) Meetings of the Local Government Association of the Northern Territory where the Elected Member is a delegate of the Council.
- 4.2.2 Extra Meeting Allowance payable per Extra Meeting is set annually by Council as part of budget deliberations and published on the Council website.
- 4.2.3 Extra Meeting Allowance may be claimed where substantial travel of at least four hours (including any transit time) occurred to attend an Extra Meeting on a different day the meeting was held.
- 4.2.4 Elected Members must attend at least 75% of the duration of an Extra Meeting to be eligible to claim.
- 4.2.5 Claims forms are to be submitted by the second working day in the month following the meeting. Late claims will be paid the following month.
- 4.2.6 Extra Meeting Allowance claims for the financial year must be submitted by the last payment run for the end of financial year.
- 4.3 Professional Development Allowance**
- 4.3.1 May be applied for on Council's approved form and submitted to the Chief Executive Officer (CEO) for approval.
- 4.3.2 May be expended in relation to attending or undertaking the following types of conference and training:
- (a) Course study or other training course relevant to perform as an Elected Member;
 - (b) A conference, seminar, symposium, expo or other similar event on a topic or function directly related to local government, Council services, Council vision or duties relevant to being an Elected Member; or
 - (c) Training, mediation or counselling recommended or ordered as part of a decision relating to a Code of Conduct complaint.
- 4.3.3 If an Elected Member is attending a training course that exceeds the professional development allowance available in the current financial year:
- (a) Any remaining professional development allowance in the current financial year may be expended to partially pay for the training course with the Elected Member personally paying the additional costs; and
 - (b) An Elected Member may apply to be reimbursed for the additional costs of the training course against the professional development allowance in future financial years.
- 4.3.4 Access to reimbursement is subject to:
- (a) Being an Elected Member at the time when a claim for reimbursement is made; and
 - (b) Any changes in the maximum amount of professional development allowance available in the future financial year(s).
- 4.4 Elected Member Travel**
- 4.4.1 Air travel is to be by the most reasonable means available, taking into consideration flight times, flight duration and dates available and shall not include business or first class. If air travel is required, it will be booked and paid by the Council.
- 4.4.2 Accommodation is to be by the most reasonable means available and will be booked and paid by the Council.

- 4.4.3 An Elected Member required to travel for Council business by Council resolution, is entitled to payment or reimbursement for reasonable expenses for necessary travel and accommodation.
- 4.4.4 Council will pay in advance any registration fees, accommodation deposits and airline tickets for approved Elected Member travel. Where this is not possible, a reimbursement equivalent to the fees or expenses will be paid subject to the provision of receipts.
- 4.4.5 Should car hire be required, any traffic infringement notices and fines are the individual responsibility of the driver of the vehicle.
- 4.4.6 Elected Members may be accompanied by a spouse or partner subject to Council not incurring any additional expense.
- 4.4.7 Meals and incidentals are to be in accordance with the ATO taxation determination.
- 4.4.8 All non-essential additional expenses such as telephone calls, room service or mini-bar supplies are the responsibility of the Elected Member. Meal allowances are not to be paid when the meal is included in the cost of the meeting, conference, or other event.
- 4.4.9 Where travel arrangements need to be changed or cancelled, the Elected Member must inform the CEO in writing as soon as possible to minimise any financial loss to Council.
- 4.4.10 The CEO is to report any non-attendance at the next Ordinary Council Meeting.
- 4.5 Information Technology Capital Entitlement**
- 4.5.1 Once per Council term, each Elected Member is entitled to claim an Information Technology Capital Entitlement up to the value of \$1,200 excluding GST to purchase equipment to carry out official duties (e.g. laptop, computer).
- 4.5.2 Reimbursement will occur from Council once a paid tax invoice has been received.
- 4.6 Communication Entitlement**
- 4.6.1 Each financial year each Elected Member is entitled to claim a Communication Entitlement up to the value of \$800 excluding GST to carry out official duties (e.g. phone bills, internet connectivity).
- 4.6.2 This will be paid in arrears, in equal monthly instalments as a reimbursement on provision of evidence of expenditure.
- 4.6.3 Proof of evidence must include the Member's Name, or place of residence, or phone number.
- 4.6.4 Communication Entitlement claims for the financial year must be submitted by the last payment run for the end of financial year.
- 4.7 Council Resources**
- The following will be provided to Elected Members to assist in carrying out official duties:
 - (a) A Council email address with calendar facility. An Elected Member's calendar shall be available to other Elected Members and staff in order to facilitate the smooth running of Council operations and as a record of their activities relating to undertaking official duties;
 - (b) Name badge;
 - (c) Business Cards;
 - (d) An Elected Members Portal with dedicated access to Council business papers;
 - (e) Through the CEO, Council staff will provide basic IT support including access to relevant systems and email accounts but will not be responsible for privately owned IT equipment;

- (f) Council will provide postage for official correspondence through its internal mail services. Bulk mailing will not be provided;
- (g) Elected Members wishing to use Council resources, such for photocopying and printing, must arrange for the use of these resources through the CEO. Council resources may not be used for personal documents or for circulars, publications or election material;
- (h) Elected members shall not use Council facilities, resources (including staff) for personal reasons including furtherance of their political career.
- (i) A framed Certificate of Service will be presented in Council meeting for Elected Members achieving 10 years of service, with subsequent certificates presented at five yearly intervals.

4.8 Mayoral Benefits

4.8.1 The Mayor is entitled to the following additional benefits to assist them in undertaking official duties:

- (a) Provision and maintenance of Mayoral Robes and Chain of Office;
- (b) Mobile phone and suitable telecommunication plan;
- (c) An office;
- (d) Administrative assistance for official use (as agreed with the CEO);
- (e) Provision and use of official Mayoral stationery.
- (f) Use of a dedicated fully maintained Council vehicle for official and private use within the Northern Territory; and
- (g) Reimbursement for costs associated with attendance and participation at official functions where Council is represented.

4.9 Insurance

4.9.1 Elected Members will receive the benefit of insurance cover subject to the wording, limits, excesses and terms and conditions specified in Council's insurance policies for the following:

- (a) Personal Accident;
- (b) Professional Indemnity and Public Liability;
- (c) Motor Vehicle (limited); and
- (d) Councillors and Officers Liability.

5 ASSOCIATED DOCUMENTS

- 5.1 *Community Plan*
- 5.2 *Code of Conduct for Elected Members and Committee Members*
- 5.3 *Council Policy Breach of Code of Conduct by Elected Member*
- 5.4 *Professional Development Allowance Application Form*
- 5.5 *Extra Meeting Allowance Claim Form*

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Ministerial Guidelines 2: allowances for council members*

Name:	Gifts and Benefits for Elected Members		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	6/04/2021	Next Review Date:	6/04/2025
Records Number:		Council Decision:	

1 PURPOSE

The purpose of this policy is to set out the requirements for Elected Members receiving gifts or benefits and disclosing relevant gifts or benefits.

2 PRINCIPLES

Council is committed to maintaining the community's confidence in the integrity of Council by acting with honesty, transparency, and accountability.

An Elected Member must discharge their duties, responsibilities, and obligations impartially and with integrity in relation to receiving, accepting, and disclosing gifts or benefits.

An Elected Member must not accept a gift or benefit of any value that may be perceived by a reasonable person to improperly influence the performance or decisions of the Elected Member or the Council.

Elected Members must be familiar with and comply with the requirements of the *Local Government Act* and other legislative requirements.

3 DEFINITIONS

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

Term	Definition
Nominal value	means a single gift or benefit less than \$50 in value (or multiple gifts or benefits totalling less than \$100 in value given by the same donor in a financial year).
Protocol gift	means a gift or benefit given to an Elected Member for diplomatic, ceremonial or symbolic purposes that will not be sold or transferred (unless diplomatic, ceremonial or symbolic circumstances).
Register of declared gifts and benefits	Refer to section 113 of the <i>Local Government Act 2019</i> .

4 POLICY STATEMENT

4.1 Relevant Gifts or Benefits

A relevant gift or benefit is a gift or benefit (or multiple gifts and benefits) received and accepted by an Elected Member that exceeds the nominal value and includes:

- (a) Gift or benefit received for the Council and accepted by an Elected Member; or
- (b) Gift or benefit received and accepted by an Elected Member for the Elected Member or another person.

4.2 Rejecting gifts or benefits

If an Elected Member has been offered any gift or benefit that breaches the policy's principles under section 2, the Elected Member must reject the gift or benefit by not accepting or returning it to the donor respectfully explaining the acceptance of the gift or benefit would breach this policy.

4.3 Disclosure of relevant gifts or benefits

4.3.1 If an Elected Member has received a relevant gift or benefit, the Elected Member must inform the Chief Executive Officer (CEO) as soon as practicable after receipt and provide the following information in writing:

- (a) Name of the Elected Member that received the relevant gift or benefit;
- (b) Name of the donor (person or organisation) giving the gift or benefit;
- (c) Date the gift or benefit was received;
- (d) Description of the gift or benefit;
- (e) Whether the gift or benefit is for the Council, the Elected Member or another person (including full name and relationship of the person to the Elected Member, if applicable);
- (f) Value (or estimated value) of the gift or benefit;
- (g) Reason for the gift or benefit;
- (h) Any other relevant details.

4.3.2 The CEO will record the details in the Register of Declared Gifts and Benefits.

4.3.3 The Information Commissioner Against Corruption (ICAC) sets out the disclosure requirements for the offering and acceptance of gifts, and details corruption risks to Elected Members.

4.4 Exemptions for disclosure

The following gifts or benefits are exempted from disclosure under this policy:

- (a) A gift or benefit given to an Elected Member by the Council;
- (b) A protocol gift given to an Elected Member for the Council;
- (c) A gift or benefit given to the Council in relation to its status as a body corporate where no individual Elected Member or Elected Members are considered to have accepted the gift or benefit; and
- (d) A donation disclosed (or to be disclosed) by the Elected Member in a campaign donation return.

Note: The principles under section 2 still apply to gift or benefits that are exempted from disclosure.

5 ASSOCIATED DOCUMENTS

- 5.1 *Code of Conduct for Elected Members and Committee Members*
- 5.2 *Register of Declared Gifts and Benefits*

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2019*
- 6.2 Information Commissioner Against Corruption NT

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, 4 May 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 2008 and Regulation 8 of the Local Government (Administration) Regulations* the meeting be closed to the public to consider the Confidential items of the Agenda.

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

COUNCIL MEETING MINUTES

TUESDAY, 6 April 2021

CITY OF PALMERSTON

**Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on 6 April 2021 at 5:30pm.**

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
Director City Growth and Operations, Nadine Nilon
Director Organisational Services, Silke Maynard
Governance and Strategy Manager, Manu Pillai
Communications Officer, Ashlee Haslop
Executive Assistant to Chief Executive Officer, Jessie Schaecken
Minute Secretary, Tree Gillam

GALLERY

Nil

1 ACKNOWLEDGEMENT OF COUNTRY

Smoking Ceremony performed by Larrakia Man, Trent Lee

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 5:35pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Alderman Hale
Seconded: Alderman Giesecke

THAT the leave of absence received from Alderman Hale for 28 April to 3 May 2021 inclusive be received and noted.

CARRIED 9/1552 – 06/04/2021

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Nil.

5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

Initials: _____

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Alderman Morrison
Seconded: Deputy Mayor Garden

THAT the minutes of the Council Meeting held on Tuesday, 16 March 2021 pages 10360 to 10372, be confirmed.

CARRIED 9/1553 – 06/04/2021

6.2 Business Arising from Previous Meeting

Nil.

7 MAYORAL REPORT

7.1 Mayoral Update Report - 6 April 2021

Moved: Mayor Pascoe-Bell
Seconded: Alderman Giesecke

THAT Report entitled Mayoral Update Report – 6 April 2021 be received and noted.

CARRIED 9/1554 – 06/04/2021

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil.

Initials: _____

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Deputy Mayor 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
25.1.1	8(c)(iv) 8(d)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008 and Regulation 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. This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008 and Regulation 8(d) 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 subject to an obligation of confidentiality at law, or in equity.
25.1.2	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008 and Regulation 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
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008 and Regulation 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

Initials: _____

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Organisational Services Quarterly Report - January to March 2021

Moved: Alderman Morrison

Seconded: Alderman Hale

THAT Report entitled Organisational Services Quarterly Report - January to March 2021 be received and noted.

CARRIED 9/1556 – 06/04/2021

13.1.2 City Growth and Operations Quarterly Report January - March

Moved: Alderman Henderson

Seconded: Deputy Mayor Garden

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

CARRIED 9/1557 – 06/04/2021

Initials: _____

13.2 Action Reports

13.2.1 SWELL Major Project Update Report

Moved: Alderman Hale
Seconded: Alderman Morrison

1. THAT Report entitled SWELL Major Project Update Report be received and noted.
2. THAT the Mayor write to all parties who provided letters of support advising that City of Palmerston has lodged its Building Better Regions Fund submission and thanking them for their support to date.

CARRIED 9/1558 - 06/04/2021

13.2.2 Palmerston Safe Communities Committee Unconfirmed Minutes March 2021

Moved: Alderman Hale
Seconded: Alderman Morrison

1. THAT Report entitled Palmerston Safe Communities Committee Unconfirmed Minutes March 2021 be received and noted.
2. THAT Council endorse the recommendation from the Palmerston Safe Communities Committee that a letter of appreciation be prepared on behalf of the Palmerston Safe Communities Committee for Nathan Finn from the Northern Territory Police & Emergency Services for his service on the Committee and his work within the community.

CARRIED 9/1559 - 06/04/2021

13.2.3 Palmerston Seniors Advisory Committee Unconfirmed Minutes March 2021

Moved: Alderman Henderson
Seconded: Deputy Mayor Garden

1. THAT entitled Palmerston Seniors Advisory Committee Unconfirmed Minutes March 2021 be received and noted.
2. THAT Council endorse the recommendations from the Palmerston Seniors Advisory Committee being:
 - THAT a letter of thanks be forwarded to the Hon Warren Snowdon MP, Member for Lingiari, Northern Territory, from the Chair of Palmerston

Initials: _____

Minute Book Page 10384

1st Ordinary Council Meeting

Seniors Advisory Committee regarding Postal Services Bakewell and Zuccoli Shopping Centres.

- THAT architectural plans of the new Gray Hall be emailed to Palmerston Seniors Advisory Committee members.
- THAT Palmerston Seniors Day be held in the Palmerston Recreation Centre on Wednesday 18 August 2021.

CARRIED 9/1560 – 06/04/2021

13.2.4 Council Policy Review - Community Consultation

Moved: Alderman Spick
Seconded: Deputy Mayor Garden

1. THAT Report entitled Council Policy Review - *Community Consultation* be received and noted.
2. THAT Council endorse amended Council Policy *Community Consultation* being **Attachment 13.2.4.3** to Report entitled Council Policy Review - Community Consultation as amended to remove clause 4.1.2.

CARRIED 9/1561 – 06/04/2021

13.2.5 NT Electoral Service Agreement: April 2021 to September 2021

Moved: Alderman Henderson
Seconded: Alderman Giesecke

1. THAT Report entitled NT Electoral Service Agreement: April 2021 to September 2021 be received and noted.
2. THAT Council approves an expenditure of \$251,679.69 (excluding GST) for the Palmerston Local Government Election 2021, to be included in the 2021/2022 budget as follows:
 - \$150,000 from the election expenses reserve
 - \$101,679.69 from general revenue.

CARRIED 9/1562 – 06/04/2021

Initials: _____

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil.

14.2 Correspondence

Nil.

15 REPORT OF DELEGATES

15.1 Tourism Top End

Moved: Alderman Henderson

Seconded: Alderman Spick

THAT the verbal report received by Alderman Henderson regarding Tourism Top End Annual General Meeting be received and noted.

CARRIED 9/1563 – 06/04/2021

16 QUESTIONS BY MEMBERS

16.1 Dark Spot Program

Moved: Alderman Giesecke

Seconded: Alderman Hale

THAT the questions asked by Alderman Giesecke regarding the Dark Spot Program, is the intersection of Pollux Court and Woodroffe Avenue part of the Dark Spot Program and if not, could it be assessed in line with the Dark Spot criteria and placed in the queue for attention, with the response being provided by the Director City Growth and Operation be received and noted.

CARRIED 9/1564 – 06/04/2021

Initials: _____

17 GENERAL BUSINESS

Alderman Morrison declared a Conflict of Interest and left the meeting at 6.01pm

17.1 Palmerston Golf Course – Lake 6

Moved: Alderman Hale
Seconded: Deputy Mayor Garden

THAT the Director City Growth and Operations contact the Palmerston Golf Club regarding concerns relating to drawing of water from Lake 6.

CARRIED 9/1565 – 06/04/2021

Alderman Morrison returned to the Meeting at 6.08pm

17.2 Hoppy Easter Family Day

Moved: Alderman Morrison
Seconded: Alderman Giesecke

THAT Council express its thanks to staff for Hoppy Easter Family Day Event.

CARRIED 9/1566 – 06/04/2021

18 NEXT COUNCIL MEETING

Moved: Alderman Giesecke
Seconded: Alderman Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday, 20 April 2021 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1567 – 06/04/2021

19 CLOSURE OF MEETING TO PUBLIC

Initials: _____

Minute Book Page 10387
1st Ordinary Council Meeting

Moved: Deputy Mayor Garden
Seconded: Alderman Morrison

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 9/1568 - 06/04/2021

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil.

The open section of the meeting closed at 6:12pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6.22pm

Chair

Print Name

Date

Initials:
