

AGENDA

2nd Ordinary Council Meeting

Tuesday 15 June 2021

The Ordinary Meeting of the City of Palmerston will be held at the Durack Community Arts Centre, 33 Packard Avenue Durack 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
 1. THAT the Minutes of the Ordinary Council Meeting held on 1 June 2021 pages 10441 to 10452 be confirmed.
 2. THAT the minutes from the Special Council Meeting held on 8 June 2021 pages 10457 to 10460 be confirmed.
 - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
 - 8.1 Palmerston Environs Subregional Land Use Plan

THAT the presentation by Mr Allan McGill AM Member Northern Territory Planning Commission and John-Paul MacDonagh, Senior Planner Department of Infrastructure, Planning and Logistics on Palmerston Environs Subregional Land Use Plan 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 Regulation 8 of the *Local Government (Administration) Regulations* the meeting be closed to the public to consider the following confidential items:

Item	Confidential Clause
25.1.1	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.

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.1
REPORT TITLE:	Community Benefit Scheme Update - May 2021
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	Community Services Officer, Tess Riches
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 provides Council with a summary of the Community Benefit Scheme 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 Community Benefit Scheme budget for the current financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$115,090 has been expended and \$14,910 remains available.
- One successful application for representation support has been processed this month and one previously successful applicant was unable to compete due to event cancellation, effectively cancelling her application.
- One successful Environmental Initiatives Grant application was processed this month.
- The budget for the 2021 financial year for Environmental Initiative grants under the Community Benefit Scheme is \$20,000. Currently \$2,961.86 has been expended with \$17,038.14 remaining.
- 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.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - May 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 and its ambitious plans to ensure that Palmerston continues to be 'A Place for People'.

Individuals and sporting teams are supported with funding to assist representation at local, and (when possible) interstate and international events and activities. Travel restrictions due to the COVID-19 pandemic have impacted the number of applications for this funding category this financial year.

However, as the year progresses Council is now receiving more applications for competitions held within the Territory.

It is likely that much of the remainder of the Community Benefit Scheme (CBS) budget will be expended before close of financial year, however the available budget may fluctuate if successful applications are subsequently cancelled or postponed due to pandemic restrictions. Flexibility around this issue will benefit our community and assist participation as and when opportunities allow. Council was successful in this approach in June 2020 and early in this financial year by allowing the roll-over of successful applications that were able to reschedule events and activities, namely the Palmerston PGA Championship, Walking Off the War Within and Tennis NT Open Court Sessions.

Council continues to monitor the ongoing COVID-19 pandemic situation and is diligent in developing initiatives to benefit the community in response. Initiatives such as the extension of free venue hire till end of 2021 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.

DISCUSSION

A copy of City of Palmerston Approved CBS Applications, May 2021 Update is provided as **Attachment 13.1.1.1**.

An application for Representation Support from a resident was received and approved to assist participation in the Australian Junior Basketball Championships in Perth WA.

One previously successful Representation Support applicant advised Council that the postponed event (U/13 Tennis Championships in Adelaide, SA, December 2020) had not been rescheduled, so she was unable to accept funding offered and planned to reapply next financial year if circumstances allowed.

One successful Environmental Initiatives Grant application was processed this month. Level Up Esports (auspices by Palmerston and Regional Basketball Association (PaRBA) received \$461.86 to purchase rechargeable batteries, battery chargers and solar powered fans.

"Level Up Esports aims to be mobile to attend events and activities in the Palmerston region, and to ensure we are creating a sustainable difference in our commitment by decreasing our usage of single use products. Additionally, we would like to purchase 2 (two) solar powered fans to take to events to assist the crew with staying safe in the NT heat but not contributing to greenhouse gas emissions. Level Up would promote this green initiative and encourage positive role modelling of sustainable practices."

Council is pleased to support this progressive group of young people to put their environmental ideals into action and model best practice for participants of their Esports sessions and other events. Local suppliers have provided quotes and will be used for these purchases, further strengthening Council's objectives to support our business community to thrive.

The recipient of a CBS grant in 2020 to assist with venue hire and purchase of equipment, this group now has four regular young people aged 16 years old facilitating weekly sessions and has a regular cohort of 30 young people attending the Palmerston Recreation Centre on Thursdays. The group is now delivering events in Palmerston, such as the International Women's Day Community Gaming Day and recently, May the 4th Be with You event at Event Cinemas. These events have provided excellent exposure to the Palmerston Community of the positive benefits of the gaming community, in particular

creating a safe space for LGBTQIA+ young people and young people who may be on the autism spectrum.

An eligible community group such as PaRBA may auspice an otherwise ineligible group and ensure all financial and governance obligations are met in achieving the funded activity. This decision by the auspicating body means they cannot apply for CBS funding for their own project within the financial year, as per the terms of Council's FIN18 Policy.

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.

CONSULTATION PROCESS

Council continues to actively promote the CBS, especially the Environmental Initiatives Grant. Discussions continue with eligible community groups that may be supported with this funding as follows:

- **Harvest Corner Community Garden:** A project plan for the gardens will guide the development of any application, which may cover some or all aspects of the proposed redevelopment. This is a large project that will require coordination with the Gray Community Hall redevelopment site and an application is expected in the coming financial year.
- **Student Voice Positive Choice (SPVC):** Conversations and on-site meetings are ongoing with the Coordinator of Student Voice Positive Choice (SVPC) for a joint project with 11 schools across Palmerston. Council is considering its ability to offer access to all roadside recycling bins across our community for vinyl informative stickers. If successful, this exciting project may be supported via in-kind support such as help with sign content, design, and project promotion, as well as funding from the Environmental Initiatives Grants to assist design and production. A joint project of this magnitude would require significant coordination and planning, so any application is expected to be considered in the coming financial year.

Promotions to advertise both Environmental Initiatives Grant and CBS funding were carried out in the first week of June 2021. The Community Benefit scheme was promoted via Facebook post with the motion infographic video (4/06/2021). The Environmental Initiatives Grants were advertised via an NT News advert (4/06/2021) and Facebook post (6/06/2021), both utilising the colourful design below.



Image: Environmental Initiative Grant promotion 2021

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 IMPLICATIONS

The CBS budget for the 2020-2021 financial year for grants, donations, sponsorships, and scholarships is \$130,000. Currently \$115,090 has been expended and \$14,910 remains available.

Continued demand for funding by eligible applicants suggests that the remaining budget may 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 \$2,961.86 has been expended with \$17,038.14 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 low risk that the remaining CBS budget may be expended before the end of the financial year. There is higher risk that the remaining CBS budget may not be fully distributed within the remaining time due to reporting constraints. Applications greater than \$2,000 must be approved at Council meeting, and there are no further opportunities in June where applications can be presented to Council. 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 as well as alternative application processes that may be employed to best advantage.

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, however the two major projects that may lead to applications are now expected to be processed in the next financial year.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

Level Up Esports received funding to purchase rechargeable batteries, battery chargers and solar powered fans. This inspiring group of young people are putting their environmental ideals into action and continue to model best practice for participants of their Esports sessions and other events.

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 May 2021 Update [**13.1.1.1** - 5 pages]

City of Palmerston Approved Community Benefit Scheme Applications
May 2021 Update
(Correct to 3 June 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
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
18.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250

COUNCIL AGENDA Attachment 13.1.1.1

23.03.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
29.03.2021	2021 Netball Championship - Darwin	Resident	\$250	\$250
31.03.2021	U15 Girls National Hockey Championships	Resident	\$250	\$250
28.04.2021	2021 NT Link Netball Championship - Alice Springs	Resident	\$250	\$250
12.05.2021	Representation Support – Aust Junior Basketball Championships – Perth WA	Resident	\$250	\$250
Representation Support			\$3,500	\$3,500

Sponsorships, Donations and Grants

Date Received	Activity	Applicant	Amount Requested	Amount Received
3 year Sponsorship	PGA Golf Championships	Cazalys /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

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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
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 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
27.04.2021	ZimPride Soccer Tournament 2021	Zimbabwe Darwin (Community) Association	\$2,000	\$2,000
Sponsorships, Donations and Grants			\$110,400	\$106,400

In-Kind Support (Non-Venue Hire)

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

Scholarships

Date Received	Study	Applicant	Amount Requested	Amount Received
7.03.21	Certificate 4 in Education Support – CHC40213	Resident	\$3,790	\$3,790
Scholarships			\$3,790	\$3,790

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

COUNCIL AGENDA Attachment 13.1.1.1

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	\$115,090	\$14,910

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
1.04.2021	Edible Garden	Gray Primary school	\$500	\$500
13.05.2021	Rechargeable batteries, chargers and solar fans	Level Up Esports	461.86	461.86
Environmental Initiatives Grant			\$2,961.86	\$2,961.86

Community Benefit Scheme 2020/2021 - Environmental Initiatives Grant

	Budget	YTD	Balance
Grants/Donations/Sponsorships/Scholarships Paid	\$20,000	\$2,961.86	\$17,038.14

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.1.2
REPORT TITLE:	Financial Report - May 2021
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	Financial Accountant, Tinashe Gomo
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 May 2021.

KEY MESSAGES

- Operating expenditure is in line with expectations and cashflows.
- Capital expenditure is at 50% of the Budget for the year, inclusive of commitments. These expenses have gone towards Special Community Assistance and Local Employment (SCALE), Swimming, Wellness, Events, Leisure, Lifestyle (SWELL), Local Roads and Community Infrastructure (LRCI), Gray Hall redevelopment, and Parks and Roads.
- Council received \$884,292 from the Federal Government in grant funding this month for various programs.
- Council's historical infringements that were non-collectable have been written off in line with Council's resolution at the First Ordinary Meeting in May 2021.
- 87% of the monthly creditor payments have been made to local suppliers.

RECOMMENDATION

THAT Report entitled Financial Report - May 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 13.1.2.1** present the financial position of Council at the end of May 2021.

DISCUSSION

Operating Income

- Total operating income is at 95% of the current budget.
- Rates and Annual Charges are sitting at 97%, anticipating to go up by a percent by June 2021.
- Interest and Investment Revenue has gone up by 7% from April and is now at 70% of Budget. The interest rates have slightly improved compared to prior months.
- Grants, Subsidies & Contributions saw an 11% rise in May. Council received \$214,594 for the Financial Assistance Grant.
- Other operating income items are tracking as expected.

Operating Expenditure

- Total operating expenditure is at 90% of the budget inclusive of commitments. All directorates are tracking well with the Office of the Chief Executive at 82%, Organisational Services at 92%, Lifestyle and community at 92%, City Growth and Operations at 88% of their respective budgets.

Capital Income

- Capital income is at 65% of the current budget.
- Council has received \$669,698 from the Federal Government. \$62,666 for the Local Roads Community Infrastructure (LRCI) projects, \$482,659 for Smart Cities & Suburbs Program, and \$124,373 for Roads to Recovery.

Capital Expenditure

- Capital Expenditure is at 50% for the year, including commitments raised.
- The tender for the Gray Hall Redevelopment has been awarded and commitment for \$1.83 million will be recognised in June 2021. This is approximately 13% of the 2020-21 program.
- Reseal tender, including pavement works for Temple Terrace has closed, which is a total value of around \$1.3 million.
- Dog Pound Tender has also closed, however no tenders were received. This will result in the works occurring within the 2021-22 financial year.

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.

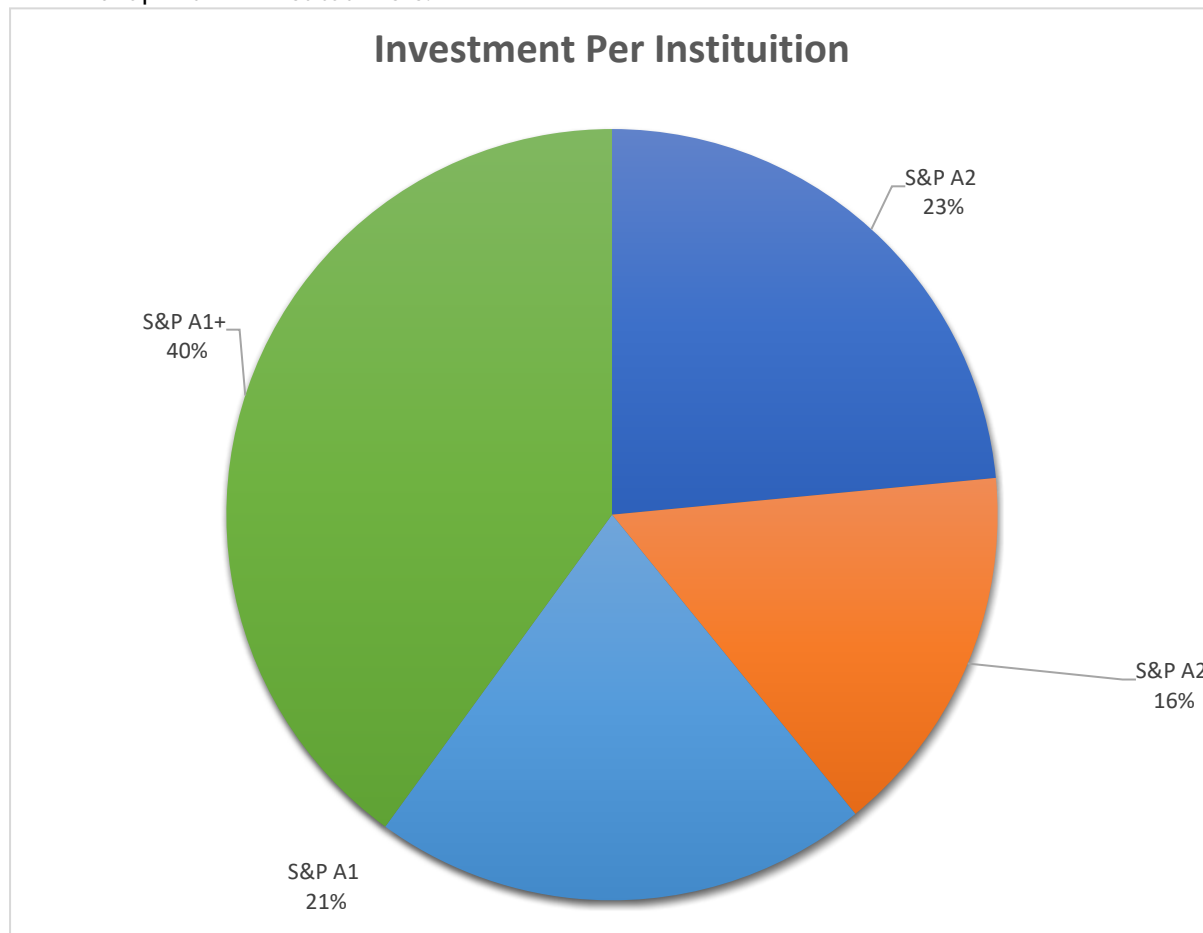
The internal loan for Making the Switch has been drawn upon, with the corresponding figures shown in **Attachment 13.1.2.1**, Section 2.10 - Council Loans. Total project costs for Making the Switch, exclusive of employee costs and interest incurred is \$3,223,849. Interest accrued to date is \$130,768 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.

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 occur quarterly. The current outstanding balance on this loan is \$1,567,949. Details of the loan are provided in **Attachment 13.1.2.1**, Section 2.10 - Council Loans.

Investments

As of 31 May 2021, Council held a total of \$19.165 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 13.1.2.1**, reflects the number of properties overdue per year as well as the cumulative overdue amounts. Rates that stay overdue for more than three years qualify for the sale of land process under Legislation. To start this process, Council places an overriding statutory charge on the property 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 \$1.80 million or 6.23% of total rates levied for the 2020-21 financial year.

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 13.1.2.1**, is to supply an indicative overview of Council's progress against its budgeted Waste Reserve movement.

CONSULTATION PROCESS

There was no consultation required 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 May 2021 [13.1.2.1 - 19 pages]

Financial Management Reports

May 2021

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



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May 2021

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	2.3	Investments Management Report
	2.4	Debtor Control Accounts
	2.5	Financial Indicators
	2.6	Creditor Accounts Paid
	2.7	Creditor Accounts Outstanding
	2.8	Waste Charges
	2.9	Commercial Leases
	2.10	Council Loans

COUNCIL AGENDA

Attachment 13.1.2.1

Section 2 Financial Results

1.1 - Executive Summary as at

% of year passed

31 May 2021

92%

	Revised Budget \$	YTD Actual \$	% Utilised Actuals	YTD Committed \$	% Utilised Committed	Budget Forecast \$
Operating Income						
Rates & Annual Charges	28,910,274	27,922,722	97%	0	0%	28,910,274
Statutory Charges	168,940	122,048	72%	0	0%	168,940
User Charges & Fees	659,823	695,753	105%	0	0%	659,823
Interest & Investment Revenue	993,160	692,890	70%	0	0%	993,160
Reimbursements	125	125	100%	0	0%	125
Other Income	375,729	358,682	95%	0	0%	375,729
Grants, Subsidies & Contributions	2,019,921	1,728,841	86%	0	0%	2,019,921
Operating Income	33,127,972	31,521,061	95%	0	0%	33,127,972
Operating Expenditure						
Employee Costs	-10,314,389	-9,220,341	89%	-32,682	0%	-10,314,389
Professional Services	-1,901,131	-1,445,195	76%	-317,423	17%	-1,901,131
Auditor's Remuneration	-35,000	-3,830	11%	0	0%	-35,000
Bad and Doubtful Debts	0	2,652	0%	0	0%	0
Operating Lease Rentals	-27,423	-16,925	62%	-5,952	22%	-27,423
Energy	-1,255,557	-1,042,156	83%	0	0%	-1,255,557
Materials & Contractors	-10,674,950	-7,928,162	74%	-1,277,540	12%	-10,674,950
Depreciation, Amortisation & Impairment	-10,400,000	-9,533,337	92%	0	0%	-10,400,000
Elected Members Expenses	-356,558	-270,075	76%	0	0%	-356,558
Legal Expenses	-407,906	-333,734	82%	-30,919	8%	-407,906
Water Charges	-1,333,095	-1,225,473	92%	0	0%	-1,333,095
Telephone & Other Communication Charges	-317,474	-309,608	98%	-7,605	2%	-317,474
Community Grants	-175,000	-115,081	66%	-23,111	13%	-175,000
Other Expenses	-3,525,503	-3,041,619	86%	-398,112	11%	-3,525,503
Borrowing Costs	-46,000	-35,376	77%	0	0%	-46,000
Operating Expenditure	-40,769,985	-34,518,262	85%	-2,093,343	5%	-40,769,985
OPERATING SURPLUS/(DEFICIT)	-7,642,013	-2,997,201		-2,093,343		-7,642,013
Capital Income			0%			
Net gain (loss) on disposal or revaluation of assets	135,856	135,677	100%	0	0%	135,856
Developer Contributions	219,194	230,239	105%	0	0%	219,194
Asset Income	0	0	0%	0	0%	0
Grants received	4,575,679	2,820,165	62%	0	0%	4,575,679
Capital Income	4,930,729	3,186,081	65%	0	0%	4,930,729
Net SURPLUS / (DEFICIT) transferred to Equity Statement	-2,711,284	188,880		-2,093,343		-2,711,284
Capital Expenditure						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-4,092,396	-2,570,787	63%	-832,735	20%	-4,092,396
Asset Upgrade	-9,744,802	-2,090,711	21%	-1,358,829	14%	-9,744,802
Capital Expenditure	-13,837,198	-4,661,497	34%	-2,191,564	16%	-13,837,198
Less Non-Cash Expenditure	-10,400,000	-9,533,337	92%	0	0%	-10,400,000
Plus Gifted Assets	0	0	0%	0	0%	0
NET CAPITAL SURPLUS/(DEFICIT)	-6,148,482	5,060,720		-4,284,907		-6,148,482
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	-228,223	-170,404	75%	0	0%	-228,223
Reserve Movement	6,376,705	0	0%	0	0%	6,376,705
NET OPERATING SURPLUS/(DEFICIT)	0	4,890,316		-4,284,907		0


Approved by: Director Organisational Services

Section 2
Financial Results

2.1 - Budget Summary Report as at

31 May 2021

% of year passed
Cashflowed Estimate of Budget YTD

92%
100%

Operating Income

	Revised Budget \$	YTD Actuals \$	%
Governance			
Office of the CEO	559,605	569,323	102%
Office of the Chief Executive	559,605	569,323	102%
Organisational Services			
Director Organisational Services	50,012	82,320	165%
Financial Services	375,105	300,596	80%
Rates	22,289,884	21,118,022	95%
Organisational Services	22,715,001	21,500,938	95%
Community Development	0	225	0.00%
Events Promotion	61,000	23,000	38%
Health and Wellbeing Services	3,390	3,420	101%
Library Services	933,523	875,389	94%
Senior Citizens	2,000	2,000	100%
Youth Services	355,067	55,067	16%
Animal Management	356,702	354,401	99%
Parking & Other Ranger Services	149,440	74,853	50%
Lifestyle & Community Services	1,861,122	1,388,355	75%
City Growth & Operations			
Civic Centre	104,999	127,400	121%
Driver Resource Centre	3,818	3,818	100%
Director City Growth & Operations	1,553	1,553	100%
Private Works	24,750	33,280	134%
Recreation Centre	0	105	0.00%
Roads & Transport	441,615	451,692	102%
Subdivisional Works	62,174	64,127	103%
Waste Management	6,900,590	6,933,248	100%
Odegaard Drive Investment Property	446,160	439,400	98%
Durack Heights Community Centre	6,558	6,558	100%
CBD Car Parking	27	87	320%
City Growth & Operations	7,992,244	8,061,268	101%
	33,127,972	31,519,884	95%

Section 2
Financial Results

2.1 - Budget Summary Report as at

31 May 2021

% of year passed
Cashflowed Estimate of Budget YTD

92%
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			
Information Technology	0	482,659	0.00%
Financial Services	135,856	135,677	100%
Organisational Services	135,856	618,336	455%
City Growth & Operations			
Director City Growth & Operations	930,590	91,100	10%
Roads & Transport	680,000	1,024,807	151%
Subdivisional Works	219,194	230,239	105%
City Growth & Operations	1,829,784	1,346,146	74%
	4,930,729	3,059,626	62%

COUNCIL AGENDA

Attachment 13.1.2.1

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 May 2021

% of year passed

92%

Cashflowed Estimate of Budget YTD

92%

Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Governance						
Elected Members	-397,755	-294,583	74%	-509	0%	-295,092
Office of the CEO	-1,493,715	-1,194,952	80%	-62,236	4%	-1,257,188
Office of the Chief Executive	-1,891,470	-1,489,535	79%	-62,744	3%	-1,552,279
Organisational Services						
Customer Services	-315,294	-318,299	101%	-335	0%	-318,633
Human Resources	-849,018	-880,836	104%	-40,479	5%	-921,315
Information Technology	-1,172,949	-1,162,407	99%	-58,694	5%	-1,221,101
Director Organisational Services	-453,494	-420,462	93%	-24,171	5%	-444,633
Records Management	-257,074	-212,107	83%	-6,525	3%	-218,632
Financial Services	-12,639,303	-11,245,079	89%	-64,199	1%	-11,309,277
Rates	-369,900	-282,166	76%	0	0%	-282,166
Organisational Services	-16,057,031	-14,521,356	90%	-194,403	1%	-14,715,759
Lifestyle & Community Services						
Arts & Culture	-103,183	-70,792	69%	-7,334	7%	-78,126
Community Development	-904,980	-803,132	89%	-23,934	3%	-827,066
Diversity and Inclusion Activities	-14,000	-11,612	83%	-1,268	9%	-12,880
Events Promotion	-415,000	-329,308	79%	-102,583	25%	-431,891
Families & Children	-27,000	-22,907	85%	0	0%	-22,907
Health and Wellbeing Services	-48,530	-33,926	70%	-6,390	13%	-40,316
Library Services	-1,863,701	-1,612,861	87%	-56,828	3%	-1,669,689
Senior Citizens	-7,000	-6,188	88%	-136	2%	-6,324
Youth Services	-252,348	-160,262	64%	-163,628	65%	-323,890
Director Lifestyle & Community	-523,401	-440,437	84%	-3,330	1%	-443,767
Safe Communities	-70,797	-43,782	62%	-7,584	11%	-51,366
Public Relations and Communications	-614,759	-450,869	73%	-28,988	5%	-479,857
Animal Management	-180,852	-142,416	79%	-13,088	7%	-155,503
Parking & Other Ranger Services	-892,353	-872,655	98%	-7,200	1%	-879,855
Lifestyle & Community Services	-5,917,904	-5,001,146	85%	-422,291	7%	-5,423,437
City Growth & Operations						
Aquatic Centre	-767,796	-645,407	84%	-7,458	1%	-652,864
Archer Sports Club	-256	-205	80%	0	0%	-205
Civic Centre	-399,563	-421,596	106%	-28,542	7%	-450,138
Depot	-73,646	-65,380	89%	-3,090	4%	-68,470
Driver Resource Centre	-17,921	-14,189	79%	-2,251	13%	-16,440
Emergency Operations	-33,000	-39,388	119%	-190	1%	-39,578
Gray Community Hall	-31,618	-19,126	60%	-1,580	5%	-20,706
Director City Growth & Operations	-586,162	-739,615	126%	-33,852	6%	-773,468
Open Space	-4,661,070	-3,602,378	77%	-762,064	16%	-4,364,441
Private Works	-91,373	-58,632	64%	0	0%	-58,632
Recreation Centre	-248,763	-203,356	82%	-33,449	13%	-236,805
Roads & Transport	-2,220,675	-1,672,386	75%	-230,383	10%	-1,902,769
Stormwater Infrastructure	-234,350	-163,572	70%	-25,844	11%	-189,415
Street Lighting	-770,000	-674,396	88%	-30,778	4%	-705,174
Subdivisional Works	-112	-280	250%	0	0%	-280
Waste Management	-6,417,545	-4,933,209	77%	-167,570	3%	-5,100,780
Odegaard Drive Investment Property	-137,232	-114,475	83%	-2,100	2%	-116,575
Durack Heights Community Centre	-22,689	-17,920	79%	-3,897	17%	-21,817
CBD Car Parking	-126,809	-81,761	64%	-5,979	5%	-87,740
Goyder Square	-63,000	-41,605	66%	-2,790	4%	-44,395
City Growth & Operations	-16,903,581	-13,508,876	80%	-1,341,817	8%	-14,850,693
	-40,769,985	-34,520,914	85%	-2,021,255	5%	-36,542,168

COUNCIL AGENDA

Attachment 13.1.2.1

Section 2 Financial Results

2.1 - Budget Summary Report as at

31 May 2021

% of year passed
Cashflowed Estimate of Budget YTD


92%
40%

Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
Organisational Services						
Information Technology	-1,760,337	-148,859	8%	-43,598	2%	-192,457
Financial Services	-533,415	-333,380	62%	0	0%	-333,380
Organisational Services	-2,293,753	-482,239	21%	-43,598	2%	-525,837
Arts & Culture	-65,000	0	0%	0	0%	0
Library Services	-662,946	-254,891	38%	-131,529	20%	-386,421
Director Lifestyle & Community	-80,000	-43,260	54%	-38,800	49%	-82,060
Lifestyle & Community Services	-807,946	-298,151	37%	-170,329	21%	-468,480
City Growth & Operations						
Aquatic Centre	-301,273	-646,110	214%	-11,875	4%	-657,985
Civic Centre	-55,000	-16,375	30%	-39,180	71%	-55,555
Depot	-369,741	-6,289	2%	-780	0%	-7,069
Gray Community Hall	-2,000,000	-120,102	6%	-81,819	4%	-201,921
Director City Growth & Operations	-752,629	-210,222	28%	-366,181	49%	-576,404
Open Space	-3,355,280	-1,161,682	35%	-1,170,935	35%	-2,332,617
Recreation Centre	-393,937	-214,354	54%	-23,539	6%	-237,894
Roads & Transport	-2,113,721	-441,671	21%	-147,299	7%	-588,971
Stormwater Infrastructure	-150,000	-55,802	37%	-62,376	42%	-118,179
Street Lighting	-651,963	-657,181	101%	-10,000	2%	-667,181
Subdivisional Works	-275,620	-247,260	90%	-6,895	3%	-254,155
Waste Management	-276,335	-97,558	35%	-56,236	20%	-153,794
Durack Heights Community Centre	-40,000	-6,500	16%	0	0%	-6,500
City Growth & Operations	-10,735,499	-3,881,108	36%	-1,977,116	18%	-5,858,224
	-13,837,198	-4,661,497	34%	-2,191,044	16%	-6,852,541

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 \$	3rd Review \$	Budget \$	Budget \$	& Rollovers \$	1st Review \$	2nd Review \$	3rd Review \$	Budget \$	30/06/2021
Externally Restricted Reserves														
Unexpended Grants Reserve	456,846	300,000	0	250,000	0	0	550,000	250,000	0	42,708	3,445	0	296,153	710,693
	456,846	300,000	0	250,000	0	0	550,000	250,000	0	42,708	3,445	0	296,153	710,693
Internally Restricted Reserves														
Election Expenses Reserve	150,000	0	0	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	0	0	500,000
Unexpended Capital Works Reserve	2,597,173	0	0	0	0	180,000	180,000	0	1,400,050	1,197,123	0	0	2,597,173	180,000
Developer Funds In Lieu Of Construction	1,786,459	162,730	0	0	203,787	0	366,517	516,000	0	2,213	0	0	518,213	1,634,763
Waste Management Reserve	2,142,278	68,020	0	8,821	0	0	76,841	190,000	0	144,400	0	0	334,400	1,884,719
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	89,201	89,201	-89,201
Major Initiatives Reserve	614,949	0	0	0	0	0	0	0	0	0	0	0	0	614,949
	7,790,859	230,750	0	8,821	203,787	180,000	623,358	706,000	1,400,050	1,343,736	0	89,201	3,538,987	4,875,230
Unrestricted Reserves														
Working Capital Reserve	9,546,226	0	0	0	0	0	0	997,179	0	1,547,245	1,170,500	0	3,714,924	5,831,302
	9,546,226	0	0	0	0	0	0	997,179	0	1,547,245	1,170,500	0	3,714,924	5,831,302
Total Reserve Funds*	17,793,931	530,750	0	258,821	203,787	180,000	1,173,358	1,953,179	1,400,050	2,933,688	1,173,945	89,201	7,550,063	11,417,226



 Approved by: Director Organisational Services

COUNCIL AGENDA

Attachment 13.1.2.1

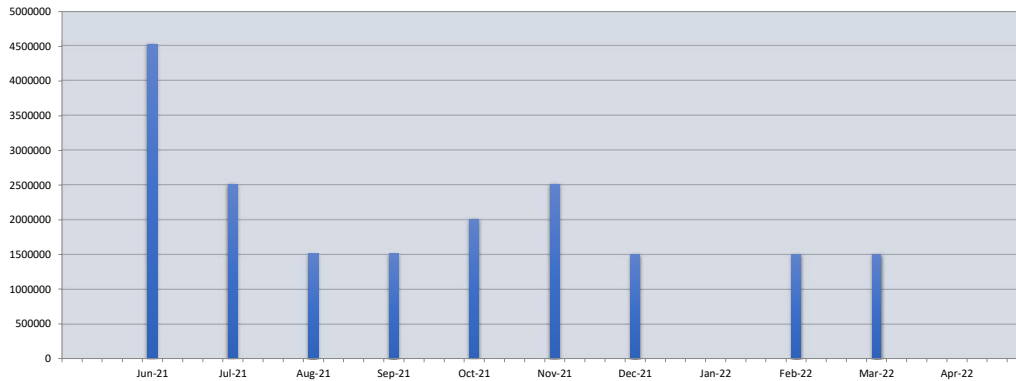
Section 2 Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 31/05/2021

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%	June 30, 2021	30		
AMP	S&P A2	\$ 1,500,000.00	0.70%	September 22, 2021	114		
AMP	S&P A2	\$ 1,500,000.00	0.75%	November 3, 2021	156	\$ 4,500,000.00	23.48%
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	July 28, 2021	58		
Bank of Queensland	S&P A2	\$ 1,500,000.00	0.65%	August 25, 2021	86	\$ 3,000,000.00	15.65%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.65%	July 14, 2021	44		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 6, 2021	128		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 20, 2021	142		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	November 17, 2021	170	\$ 4,000,000.00	20.87%
National Australia Bank	S&P A1+	\$ 7,992.40	0.31%				
National Australia Bank	S&P A1+	\$ 157,370.68	0.31%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.75%	June 2, 2021	2		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.60%	June 16, 2021	16		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	December 15, 2021	198		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	February 23, 2022	268		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.33%	March 9, 2022	282	\$ 7,665,363.08	40.00%
TOTAL SHORT TERM INVESTMENT		\$ 19,165,369.87	Average Days to Maturity		121		
% OF TOTAL INVESTMENT PORTFOLIO	A1 & A1+ (max 100%)	60.9%	A2 (max 60%)	39.1%	A3 (max 40%)	0%	100%
Weighted Average Rate	0.60%	BBSW 90 Day Rate Benchmark			0.036%		
GENERAL BANK FUNDS		\$ 9,278,274.75	Total Budget Investment Earnings		-\$ 242,000.00		
TOTAL ALL FUNDS		\$ 28,443,644.62	Year to Date Investment Earnings		-\$ 156,683.07		

Cashflow of Investments



PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegard Drive, Rosebery	Fair Value	\$ 5,200,000	\$ 446,160	\$ 114,475	\$ 331,685	143,178

May
Approved by: Director of Organisational Services

Section 2
Financial Results

31 May 2021

2.4 Debtor Control Accounts

SUNDRY DEBTORS:								
	BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS		
	31,623.29	1,919.23	24,900.00	100.00	-	4,704.06		
RATES:								
REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME					
May-21	\$1,805,828	\$1,174,876	6.23%					
May-20	\$1,839,873		6.40%					
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	\$1,198,536	\$321,276	\$172,402	\$68,302	\$31,721	\$11,887	\$1,413	\$291
Cumulative Number Of Properties	2756	225	119	50	27	13	5	1
INFRINGEMENTS:		Final Report						
Animal Infringements		51,582.57						
Public Places		640.00						
Parking Infringements		15,990.50						
Litter Infringements		0.00						
Signs		0.00						
Other Law and Order		0.00						
Net Balance on Infringement Debts		<u>68,213.07</u>						


Approved by: Director Organisational Services

Section 2

Financial Results

2.5 - Financial Indicators

	Target	2021	2020	2019	2018
Operating Surplus Ratio					
Total Operating Surplus/Deficit	>0%	-23.07%	-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	>2	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%	6.98%	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	May 2021
Creditor Name	Creditor Payment Type	Amount \$	
639 Cleanaway Pty Ltd.	General Creditors	370,977.46	
2 Australian Taxation Office - PAYG	General Creditors	194,178.00	
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	187,898.27	
5104 JLM Contracting Services Pty Ltd	General Creditors	172,542.14	
185 Bridge Toyota	General Creditors	123,307.40	
798 YMCA of the Northern Territory	General Creditors	114,688.26	
549 City of Darwin	General Creditors	97,296.36	
V00295 Jacana Energy	Utilities	84,155.76	
V00318 StatewideSuper Clearing House	Superannuation	78,322.90	
V01755 Liquid Blu Pty Ltd	General Creditors	69,074.50	
3438 NT Shade & Canvas Pty Ltd	General Creditors	64,845.00	
3787 Total Event Services T/A Top End Sounds P/L	General Creditors	55,267.52	
V03283 Australian Services P/L - NTK Windows	General Creditors	54,230.00	
V00368 iWater NT	General Creditors	53,124.50	
V00773 Akron Group NT Pty Ltd	General Creditors	47,204.60	
87 Industrial Power Sweeping Services Pty	General Creditors	29,422.91	
5615 EcOz Environmental Consulting	General Creditors	22,386.40	
938 Nightcliff Electrical	General Creditors	20,339.15	
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	19,479.35	
54 Powerwater	Utilities	16,634.07	
47 Telstra Corporation Ltd	General Creditors	16,498.76	
5031 All Aspects Recruitment & HR Services	General Creditors	13,917.10	
2587 Top End RACE	General Creditors	13,343.44	
V01982 Telensa Systems Pty Ltd	General Creditors	11,962.50	
5254 True North	General Creditors	11,685.43	
4538 Byrne Consultants	General Creditors	11,424.05	
V03259 Locklins Landscape Gardening	General Creditors	10,860.00	
V02521 Darwin Commercial Construction and Maintenance Pty	General Creditors	9,674.78	
V02968 Street Furniture Australia	General Creditors	9,174.00	
V00599 Athina Pascoe-Bell	Elected Members	9,098.70	
V01612 News Corp Australia	General Creditors	8,979.55	
V02160 Drag Territory	General Creditors	8,900.00	
3936 Arafura Tree Services and Consulting	General Creditors	8,545.19	
3880 PAWS Darwin Limited	General Creditors	8,180.00	
V00505 Riding for the Disabled Top End Inc	Grants, Sponsorships, Donations & Prizes	7,600.00	
5508 Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	6,829.79	
V01584 Salary Packaging Australia	General Creditors	6,505.92	
5651 Minter Ellison Lawyers	General Creditors	6,457.47	
3683 Area9 IT Solutions	General Creditors	6,348.10	
4065 Southern Cross Protection Pty Ltd	General Creditors	5,784.90	
256 The Bookshop Darwin	General Creditors	5,707.10	
V01573 Amber Garden	Elected Members	5,588.58	
V03222 Matrix on Board Training Pty Ltd	General Creditors	5,579.20	
3034 Australian Local Government Association Limited	General Creditors	5,481.00	
26 Viva Energy Australia Pty Ltd	General Creditors	5,446.15	
5315 Adamant Property Services Pty Ltd	General Creditors	5,363.05	
V01528 JKW Law Practice Pty Ltd	General Creditors	5,313.00	
V01009 Australian Parking and Revenue Control Pty Limited	General Creditors	5,280.00	
V02162 RMI Security - Conigrave Pty Ltd	General Creditors	5,214.39	
V02448 Tainted Theatre Company	Refunds & Reimbursements	4,950.00	
V03363 Arccos Consulting Pty Ltd	General Creditors	4,620.00	
V03072 Larrakia Development Corporation	General Creditors	4,232.61	
V03176 FUJIFILM Business Innovation Australia Pty Ltd	General Creditors	4,119.50	
V00385 Automobile Association of Northern Territory -AANT	General Creditors	4,060.00	
V01860 Hays Specialist Recruitment (Australia) Pty Ltd	General Creditors	4,057.60	
5525 Easyweb Digital Pty Ltd	General Creditors	3,943.85	

COUNCIL AGENDA

Attachment 13.1.2.1

Creditor Name	Creditor Payment Type	Amount \$
V01118 Wilson Security Pty Ltd	General Creditors	3,854.12
V03416 Monique Stokes	Grants, Sponsorships, Donations & Prizes	3,790.00
5 Australia Post	General Creditors	3,620.87
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	3,545.19
V00399 Palmerston and Regional Basketball Association	General Creditors	3,473.00
V03284 AKS Welding & Fabrication Pty Ltd	General Creditors	3,465.00
3313 Zip Print	General Creditors	3,157.00
V01421 Shaun Lee	General Creditors	3,005.00
V02238 Foodbank Northern Territory	General Creditors	3,000.00
4007 The Ark Animal Hospital Pty Ltd	General Creditors	2,882.23
V03410 Electric Fields Music	General Creditors	2,846.00
V03434 Mandy Lovell	Refunds & Reimbursements	2,783.00
4561 Bendesigns	General Creditors	2,774.20
2977 Optic Security Group NT	General Creditors	2,760.28
V00036 Workplace Training & Advisory Australia Pty Ltd	General Creditors	2,739.00
V00193 Amcom Pty Ltd Acc no CN5439	General Creditors	2,733.50
V00964 HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	2,666.49
5410 Majestix Media Pty Ltd	General Creditors	2,662.00
2336 Flick Anticimex Pty Ltd	General Creditors	2,571.13
5640 Think Water - Winnellie & Virginia	General Creditors	2,548.88
V01389 Darwin Argos Painting	General Creditors	2,530.00
V00351 Charles Darwin University	General Creditors	2,485.00
V01570 Sarah Louise Henderson	Elected Members	2,436.06
V01785 M&S Mowing Plus	General Creditors	2,398.00
V00250 Ward Keller	General Creditors	2,370.00
V01569 Benjamin Giesecke	Elected Members	2,286.06
V01579 Damian Hale	Elected Members	2,219.40
3098 Roadshow Films Pty Ltd	General Creditors	2,200.00
5272 Greville Fabrication Pty Ltd	General Creditors	2,112.00
V02831 A & S Fuyana	Refunds & Reimbursements	2,100.00
V01571 Michael Spick	Elected Members	2,069.40
V03432 Melinda Hewitt	Refunds & Reimbursements	2,064.22
V03354 Shakespeare Solutions Pty Ltd	General Creditors	2,037.50
2915 Territory Uniforms	General Creditors	2,003.58
V01572 Lucy Morrison	Elected Members	1,986.06
V01574 Dr Thomas A Lewis OAM	Elected Members	1,986.06
V02459 YMCA of the Northern Territory Youth and Community	General Creditors	1,980.00
V01277 Express Studios	General Creditors	1,950.00
V02306 Well Done International Pty Ltd	General Creditors	1,864.39
V03336 Jo Robertson Pty Ltd ATF t/a Communicate NT	General Creditors	1,848.00
V03355 A.R BRITTON & E.K O'BRIEN T/a Big Gecko	General Creditors	1,760.00
1581 NT Broadcasters Pty Ltd	General Creditors	1,727.00
3099 Iron Mountain Australia Pty Ltd	General Creditors	1,700.99
V00271 Fuji Xerox Business Centre NT	General Creditors	1,695.43
V01234 Mulga Security	General Creditors	1,666.50
3189 Seek Limited	General Creditors	1,661.85
V03398 Avenue Hotel Canberra	General Creditors	1,612.80
V03358 Pro Wrestling Darwin	General Creditors	1,572.05
V00073 Off the Leash	General Creditors	1,485.00
V03258 Repeat Plastics Australia Pty Ltd T/a Replas	General Creditors	1,458.60
V01615 Autopia Management Pty Limited	General Creditors	1,416.80
2199 SBA Office National	General Creditors	1,388.76
3594 Comics NT	General Creditors	1,363.00
V03406 DF & SL Garner	Refunds & Reimbursements	1,344.45
V02369 Maher Raumteen Solicitors	General Creditors	1,320.00
4398 Quality Indoor Plants Hire	General Creditors	1,308.29
V02038 Michael Maher - S.L.M	General Creditors	1,284.81
215 Employee Assistance Services NT Inc (EASA)	General Creditors	1,240.58
V02025 Event Hospitality & Entertainment	General Creditors	1,200.00
V01106 Darwin Toilet Hire	General Creditors	1,188.00
112 Beaufortpaire	General Creditors	1,150.11


COUNCIL AGENDA

Attachment 13.1.2.1

Creditor Name	Creditor Payment Type	Amount \$
3788 HPA Incorporated	General Creditors	1,100.00
V02167 Sanity Music Stores Pty Ltd	General Creditors	1,093.50
V01076 DJ's Peak Fitness	General Creditors	1,050.00
V01423 Fusion Exhibition & Hire Services	General Creditors	1,045.00
V00937 Albright Consulting Engineers	General Creditors	990.00
V01465 Parks and Leisure Australia	Refunds & Reimbursements	990.00
V01301 Australian Veterinary Behaviour Services	General Creditors	950.00
V01590 MSKK Pty Ltd T/A Trojon Contractors	General Creditors	935.00
5676 Royal Wolf Trading Australia Pty Ltd	General Creditors	928.01
4679 iSentia Pty Ltd	General Creditors	904.86
V01420 CENTRELINK (PAYROLL)	General Creditors	884.66
V03401 The GG Social Club	General Creditors	875.00
V01245 PlanPro Insight Pty Ltd	General Creditors	874.50
V01810 Jacana Energy - Payroll Deductions	General Creditors	860.00
3829 Fairy Jill's Enchanted Entertainment	General Creditors	825.00
V01143 Channel Nine Darwin (Territory Television Pty Ltd)	General Creditors	825.00
V02364 Shipping Containers Leasing Pty Ltd	General Creditors	792.00
V01598 Social Playground Darwin	General Creditors	790.00
V01936 Arjays Sales & Services Pty Ltd	General Creditors	783.20
V01452 CrossFit Palmerston	General Creditors	770.00
V03421 Cedric Raymond	Refunds & Reimbursements	763.84
V01303 NAPCAN	General Creditors	750.00
V02277 Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	740.00
4963 Centratch Systems Pty Ltd	General Creditors	726.00
5036 Dormakaba Aust P/L T/as Territory Door Services	General Creditors	726.00
V00939 Defend Fire Services Pty Ltd	General Creditors	726.00
V02599 Freddy's Car Installations	General Creditors	715.00
V00327 Tammy's Fitness Training	General Creditors	700.00
V01609 NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	662.16
5611 Steelmans Tools and Industrial Supplies	General Creditors	634.00
90 Local Government Association of the NT (LGANT)	General Creditors	600.00
V00099 Palmerston Lions NT	General Creditors	600.00
V02035 Prayer Corby	General Creditors	600.00
35 WINC Australia Pty Limited	General Creditors	569.27
V00334 Zumba with Adrijana	General Creditors	510.00
V03073 Programmed Property Services	General Creditors	506.00
1094 Gray Primary School	Grants, Sponsorships, Donations & Prizes	500.00
V00112 Saysha L Ham	General Creditors	500.00
V03428 Lorna Lawrence	Refunds & Reimbursements	479.00
4528 Miranda's Armed Security Officers Pty	General Creditors	466.40
4731 Yeni Redding	General Creditors	465.00
V00730 Tip Top Circus Entertainment	General Creditors	460.00
V01053 Solid Rock Music	General Creditors	450.00
V02015 Darwin Mazda	General Creditors	447.75
V03141 Keil Maritime Pty Ltd	General Creditors	444.07
V03436 Desmond John White & Ratree White	Refunds & Reimbursements	428.68
53 Eggins Electrical	General Creditors	412.50
V02244 Good Dog AAI	General Creditors	405.00
V02727 A M Walter	Refunds & Reimbursements	404.00
V03433 Katherine Wright	Refunds & Reimbursements	400.00
V00546 Zest Projects P/L	Refunds & Reimbursements	367.00
4737 D & L Plumbing & Gasfitting	General Creditors	366.30
V02899 Bush to Beach Nature-Based Programs	General Creditors	350.00
V02601 Health for Life (M & J Overell)	General Creditors	330.00
V01397 RSPCA Darwin	General Creditors	325.00
36 Darwin Lock & Key	General Creditors	302.50
V03321 Platinum Artist Stable - Daniel S Davies	General Creditors	300.00
4508 News 4 U	General Creditors	299.30
5071 Jobfit Health Group Pty Ltd	General Creditors	277.20
V01691 Blackwoods	General Creditors	269.95
V02360 Parap Bakery Pty Ltd	General Creditors	267.00

COUNCIL AGENDA

Attachment 13.1.2.1

Creditor Name	Creditor Payment Type	Amount \$
272 City Wreckers	General Creditors	264.00
V03405 SJ Knight & ER Cope	Refunds & Reimbursements	250.00
V03415 Isabella Mangohig (Parent: Alexandra Potter)	Grants, Sponsorships, Donations & Prizes	250.00
V01038 CCSNT Pty Ltd	General Creditors	212.30
V00542 Industry Health Solutions	General Creditors	209.00
V00075 Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	202.95
4744 Sue Little	General Creditors	200.00
59 City of Palmerston	General Creditors	200.00
V01324 Leighs Catering	General Creditors	187.66
V03417 Nicholas Carter	Refunds & Reimbursements	186.98
V02992 Balloon Events & More	General Creditors	185.00
V00943 Rentokil Initial P/L - T/a NT Pest & Weed Control	General Creditors	165.00
V02075 FL Pools Pty Ltd T/a Fingleaf Pool Products	General Creditors	154.00
5213 Ms Maxine Dowley	Refunds & Reimbursements	125.00
V02099 Aldrin Moday	Refunds & Reimbursements	125.00
V02439 Flor Lising	Refunds & Reimbursements	125.00
V03413 Howard Springs Veterinary Clinic Pty Ltd	General Creditors	124.00
V03435 RJ and KS Austin	Refunds & Reimbursements	118.27
5412 Mr P Gautam	Refunds & Reimbursements	109.90
V00474 Lane Communications	General Creditors	95.04
V01495 Supreme Homes NT Pty Ltd	General Creditors	90.00
V03409 Katie O'Neill	Refunds & Reimbursements	89.00
V03403 Shelley Binnie	Refunds & Reimbursements	84.50
V03408 Alex Panasewycz	Refunds & Reimbursements	81.70
V03399 Aurorah Nelson	Refunds & Reimbursements	72.00
V03420 Ron Rose	Refunds & Reimbursements	60.00
V02068 Admedia Australia Pty Ltd	General Creditors	55.00
566 Stickers & Stuff	General Creditors	50.00
V03016 Rosemarie Cannon	Refunds & Reimbursements	50.00
V03338 Margaret Headley	Refunds & Reimbursements	50.00
V03400 Kate Rawlings	Refunds & Reimbursements	50.00
V03407 Renee Colman	Refunds & Reimbursements	50.00
V03437 Ray Walton	Refunds & Reimbursements	50.00
V03438 Stephen Tyrie	Refunds & Reimbursements	50.00
V01938 Windcave Pty Limited	General Creditors	49.50
201 Spotless Facility Services Pty Ltd (T/A Ensign)	General Creditors	49.48
V03411 Charmaine De Jong	Refunds & Reimbursements	49.00
V03402 Hannah Herbert	Refunds & Reimbursements	45.00
4029 Totally Workwear Palmerston	General Creditors	42.00
V03404 John Armstrong	Refunds & Reimbursements	38.21
V01659 Elizabeth Middleton	Refunds & Reimbursements	29.67
V02112 RTM - Corporate and Strategic Services - AGD	Refunds & Reimbursements	29.00
V00890 Laundryplus	General Creditors	24.00
V03412 Amber & Glen Stevens	Refunds & Reimbursements	24.00
V02545 Amazon Web Services Inc	General Creditors	1.86
		2,323,711.57
Percentage of this month's payments made to local suppliers (excludes investments placed)		87%
 Approved by: Director Organisational Services		

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding May 2021

Creditor No.	Creditor Name	Amount \$
V03072	Larrakia Development Corporation	5,407.59
5640	Think Water - Winnellie & Virginia	4,996.63
V01528	JKW Law Practice Pty Ltd	4,554.00
256	The Bookshop Darwin	3,538.77
V02340	Litchfield Green Waste Recyclers	2,200.00
V02277	Mowbray Investments Pty Ltd - On The Menu Catering	1,500.00
53	Eggins Electrical	1,476.91
V02980	V Lambda Pty Ltd	1,375.00
3313	Zip Print	1,287.00
4912	Remote Area Tree Services Pty Ltd	990.00
5122	NT Electrical Group	946.00
4561	Bendesigns	825.00
41	Harvey Distributors	806.74
V00773	Akron Group NT Pty Ltd	792.14
3683	Area9 IT Solutions	716.30
5036	Dormakaba Aust P/L T/as Territory Door Services	373.45
V00939	Defend Fire Services Pty Ltd	200.00
272	City Wreckers	154.00
289	Bolinda Publishing Pty Ltd	143.07
V01948	Scorptec Computers -Scorpion Technology Unit Trust	142.00
3788	HPA Incorporated	70.00
		32,494.60


Approved by: Director Organisational Services

Section 2
Financial Results

2.8 - Waste Charges as at
Waste Management

31 May 2021

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Rates & Charges	6,900,590	6,933,248	0	6,933,248	100%
Income	6,900,590	6,933,248	0	6,933,248	100%
Operating Expenditure					
Employee Costs	-840,533	-770,506	0	-770,506	92%
Office Administration Expenditure	0	-120	0	-120	0.00%
Professional Services	-275,900	-101,835	-74,826	-176,661	64%
Grants / Donations/Contributions Paid	-20,000	-2,500	0	-2,500	13%
Utilities	-11,912	-8,406	0	-8,406	71%
Street Sweeping	-320,000	-255,762	-620	-256,382	80%
Litter Collection	-520,000	-170,213	-27,168	-197,381	38%
Domestic Bin Collection	-2,205,200	-1,628,272	-64,186	-1,692,458	77%
Slashing of Long Grass	0	-26,721	-5,555	-32,276	0.00%
Community Programs & Events	-10,000	0	0	0	0%
Kerb Side Collections	-153,000	-286,645	0	-286,645	187%
Tip Recharge Domestic Bin collection	-755,000	-557,058	0	-557,058	74%
Transfer Station	-1,150,000	-856,859	0	-856,859	75%
Loan Repayments	-46,000	-35,376	0	-35,376	77%
Tip Recharge Transfer Station	-440,000	-259,657	0	-259,657	59%
Operating Expenditure	-6,747,545	-4,959,930	-172,355	-5,132,285	76%
Capital Expenditure					
Reserve Funded Capital Works	0	0	0	0	0.00%
Capital Expenditure	0	0	0	0	0.00%
Borrowings					
Repayments - Archer Loan Principal	-228,223	-170,404	0	-170,404	75%
Borrowings	-228,223	-170,404	0	-170,404	75%
Profit/(Loss)	-75,178	1,802,914	-172,355	1,630,559	


Approved by: Director Organisational Services

Section 2
Financial Results

2.9 - Commercial Leases as at
Commercial Leases

31 May 2021

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
Income					
Library Services	22,676	33,215	0	33,215	146%
Director Organisational Services	50,012	54,051	0	54,051	108%
Civic Centre	104,999	127,400	0	127,400	121%
Income	177,687	214,666	0	214,666	121%
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	206,487	0	206,487	

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: Director Organisational Services

Section 2 Financial Results

31 May 2021

2.10 - Council Loans

Internal Loan - Making the Switch Expenditure

	Internal Loan \$	Expended from Loan \$	Interest on Loan \$	Total \$
Expenditure				
LED Lighting PR6/JECT-3 Making the Switch	3,223,849	3,223,849	129,892	3,353,741
Public Lighting Officer 2019/20	114,000	114,000	434	114,434
Public Lighting Officer 2020/21	116,000	106,333	441	106,775
Expenditure	3,453,849	3,444,182	130,768	3,574,950

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	3,574,950	200,000	0	200,000	3,374,950
	3,574,950	200,000	-	200,000	3,374,950

External Loan - Archer Landfill Rehabilitation

	External Loan \$	Principal Repayments \$	Interest Payments \$	Total \$	Outstanding Balance \$
Expenditure					
Archer Landfill Rehabilitation	1,960,000	392,051	88,487	480,538	1,567,949
	1,960,000	392,051	88,487	480,538	1,567,949

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: Director of Organisational Services

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.1
REPORT TITLE: Declaration of Rates and Charges 2021/2022
MEETING DATE: Tuesday 15 June 2020
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 declare the Rates and Charges for the 2021-22 financial year.

KEY MESSAGES

- Council must declare its Rates and Charges on or before 31 July each year and in line with the *Local Government Act 2008*.
- Transitional matters of the *Local Government Act 2019* prescribe the declaration of rates for the financial year in which the new Act commences to be made under the provisions of the old Act.
- Council is increasing rates for the 2021-22 year, with an average increase to Residential Rates by 2.4% or a \$30 increase on the minimum.
- The slight increase in Residential rates will be offset by a \$10 reduction in the waste charge which will result in an impact of only \$20 for the year to most residential ratepayers.
- An early-bird incentive draw will be offered to a total of \$3,000 with two successful ratepayers, being natural persons, business owners or sports groups winning \$1,500 each.

RECOMMENDATION

1. THAT Report entitled Declaration of Rates and Charges 2021/2022 be received and noted.
2. THAT the Chief Executive Officer's Certificate of Assessment in accordance with Section 24(1) of the *Local Government (Accounting) Regulations* being **Attachment 13.2.1.1** be received and noted.
3. THAT in accordance with Section 149 of the *Local Government Act 2008 (Act)*, Council adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments within the Palmerston local government area (the Municipality).
4. THAT in accordance with Section 155 of the Act Council declares that it intends to raise, for general purposes by way of rates, an amount of \$22,617,675 which will be raised by the application of differential valuation-based charges (differential rates) with differential minimum charges (minimum amounts) being payable in application of each of those differential rates for the financial year ending 30 June 2022.

5. THAT Council declares the following differential rates with minimum amounts being payable in application of each of those differential rates:
 - a) With respect to all rateable land within that part of the Municipality zoned R, RR (excluding RR properties located in the suburb of Marlow Lagoon), LR, LMR, MR, HR, CL, FD, PS, SP8, SP9 with a parcel area less than 10,000m², SP9 with a parcel area greater than 20,000m², SP10 and SP11 under the NT Planning Scheme, a differential rate of 0.611910% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,257.00 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - b) With respect to all rateable land within that part of the Municipality zoned RR in the suburb of Marlow Lagoon under the NT Planning Scheme, a differential rate of 0.502705% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,257.00 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - c) With respect to all rateable land within that part of the Municipality zoned GI and LI under the NT Planning Scheme, a differential rate of 0.490655% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - d) With respect to all other rateable land within the Municipality, a differential rate of 0.736097% of the assessed value of such land, with the minimum amount being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to Section 148 (4) of the Act) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
6. In accordance with Section 157 of the Act, Council declares that to enable the provision of waste management services, it provides for the benefit of all residential land within the Municipality and the occupiers of such land, it intends to raise an amount of \$6,932,099 which will be raised by the application of a charge for the financial year ending 30 June 2022.

7. THAT Council declares the following charges in respect of waste management services it provides for the benefit of all residential land with the Palmerston local government area and the occupiers of such land. For the purposes of this recommendation, “residential dwelling” means a dwelling house, flat or other substantially self-contained residential unit or building on residential land and includes a unit within the meaning of the *Unit Titles Act* and the *Unit Title Schemes Act* and “residential land” means land used or capable of being used for residential purposes (but does not include land on which there is no residential dwelling):
 - a) Council declares a charge of \$480 per annum per residential dwelling in respect of the services provided to, or which Council is willing and able to provide to, each residential dwelling within the Municipality other than a residential dwelling as described in paragraph e) below. The services are:
 - i) for single dwellings and multiple dwellings with three dwellings per lot:
 - A. a kerbside general waste collection of two garbage collection visits per week with a maximum of one 120 litre mobile bin to be collected on each garbage collection visit: and
 - B. a kerbside recycling collection service of one collection visit per fortnight with a maximum of one 240 litre mobile bin to be collected on each recycling collection visit.
 - ii) for multiple dwellings with four or more dwellings per lot:
 - A. a general waste collection service of four garbage collection visits per week with a maximum of one 240 litre mobile bin per four dwellings to be collected on each garbage collection visit: and
 - B. a recycling collection service of one collection visit per week with a maximum of one 240 litre mobile bin per two dwellings to be collected on each recycling collection visit.

In respect of the garbage and recycling collection services to these lots, a dedicated onsite waste and recycling bin storage enclosure must be provided by the occupiers of the lots in a form that complies with Council’s requirements from time to time in respect of such enclosures:

 - i) one pre-cyclone season hard waste collection as scheduled by Council.
 - ii) access to the Archer Waste Management Facility for the disposal of items accepted at the facility.
 - iii) maintenance and replacement of waste management infrastructure and facilities.
 - iv) waste reduction and environmental programs and projects.
 - v) public litter collection & street sweeping.
 - b) Council declares an additional charge of \$149 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 7(a)i) in respect of that dwelling requests in writing and Council approves of an upgrade to the garbage collection service from a maximum of one 120 litre mobile bin to a maximum of one 240 litre mobile bin.
 - c) Council declares an additional charge of \$250 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 7(a)i)A in respect of that dwelling requests in writing and Council approves the provision of an additional general waste collection service of one or more additional 120 litre general waste mobile bins.

- d) Council declares an additional charge of \$110 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 7(a)i)B in respect of that dwelling requests in writing and Council approves the provision of an additional recycling collection service of one or more additional 240 litre recycling mobile bins.
- e) Council declares a charge of \$240 per annum per residential dwelling in respect of the services provided to, or which Council is willing and able to provide to properties where the number of residential dwellings exceeds 25 and the property has its own alternative regular waste collection service arrangements that meets the requirements of by-laws 26 and 27 of the *Palmerston (Public Places) By-laws* and other such requirements that Council may have from time to time in respect of such services. The services are:
 - i) one pre-cyclone season hard waste collection as scheduled by Council.
 - ii) access to the Archer Waste Management Facility for the disposal of items accepted at the facility.
 - iii) maintenance and replacement of waste management infrastructure and facilities.
 - iv) waste reduction and environmental programs and projects.
 - v) public litter collection & street sweeping.
8. THAT the relevant interest rate for the late payment of rates and charges is fixed in accordance with Section 162 of the *Act* at the rate of 8% per annum and is to be calculated on a daily basis.
9. THAT Rates and Charges declared under this declaration may be paid by four approximately equal instalments by the following dates, namely:
 - First Instalment, 30 September 2021
 - Second Instalment, 30 November 2021
 - Third Instalment, 30 January 2022
 - Fourth Instalment 30 March 2022

Instalments falling due on a weekend or public holiday may be paid by the following business day without incurring a penalty.
10. THAT details of due dates and specified amounts will be listed on the relevant Notice of Rates and Charges.
11. THAT variations to those options for payment will be administered according to the conditions outlined on the front and reverse pages of the Notice of Rates and Charges.
12. THAT a ratepayer who fails to abide by such conditions may be sued for recovery of the principal amount of the rates and charges, late payment penalties, and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. If rates are payable by the owner of the land and are not paid by the due date, they become a charge on the land to which they relate, except within an Aboriginal community living area. In addition, Council may apply to register its charge over the land and sell the land to recover unpaid rates and charges.
13. THAT in accordance with Section 160 of the *Act*, a cash incentive of \$3,000 be provided to encourage the prompt payment of rates and charges for the financial year ending 30 June 2022, where payment in full is made on or before 30 September 2021.

14. THAT the incentive be offered through the conduct of a draw to be known as the 'Early Bird Draw' whereby the City of Palmerston will offer a monetary prize to two successful recipients at \$1,500 each in accordance with the terms and conditions at **Attachment 13.2.1.2** to Report entitled Declaration of Rates and Charges 2021/22.
15. THAT Council note that in accordance with Section 158 of the Act, Council will publish the Declaration of Rates and Charges at **Attachment 13.2.1.3** to Report entitled Declaration of Rates and Charges 2021/22 on its website and in the newspaper advising residents of the Rates and Charges for 2021/22.

BACKGROUND

Under Sections 155-157 of the Act, Council is required to declare its Rates and Charges each year prior to 31 July, and within 21 days of this declaration publish a notice on its website and in the newspaper.

Council included the proposed rates and charges for public consultation in the Draft Municipal Plan 2021-22 and has received no public comments.

DISCUSSION

Council is required each year to make a public declaration of its Rates and Charges which is then made available on Council's website and in the local newspaper. It outlines the total rates revenue that is estimated to be collected, what rates Council will charge for different types of properties, the total funds to be collected from the Waste Service Charge and the different Waste Services Charges for differing types of properties.

Although the declaration of Rates and Charges applies to the period after the 1 July 2021, the declaration is to be made under the *Local Government Act 2008*. Transitional matters of the *Local Government Act 2019* prescribe the declaration of rates for the financial year in which the new Act commences to be made under the provisions of the old Act. The application of the transitional matters have been confirmed by the Department of the Chief Minister and Cabinet.

In accordance with Section 148(3)(a) of the Act, Council will be levying rates according to the zone of a property.

In Council's 2021-22 budget, the general rates charge sees an increase to Residential Rates by an average of 2.4% or a \$30 increase on the minimum, compared to the 2020-21 rates. This will generate an expected general rate income of \$22,617,675. This does not include any revenue growth associated with an increase in the number of rateable properties.

Council's waste management charge sees a decrease from the 2020-21 charges, to \$480 per annum. This decrease will result in an expected revenue base of \$6,932,099 for waste management purposes.

It is also recommended that Council continue its incentive in the form of an 'Early Bird Draw' for ratepayers to the value of \$3,000. This will consist of two monetary prizes to the value of \$1,500 each, for two ratepayers who pay their rates in full by the first instalment deadline of 30 September 2021. This is to encourage the early and full payment of Rates and Charges to City of Palmerston in accordance with the terms and conditions provided in **Attachment 13.2.1.2**.

CONSULTATION PROCESS

The rating estimates were published in the City of Palmerston's draft Municipal Plan and Budget 2021-22 and was made available for public comment for a period of 28 days from 6 May 2021, as part of the draft Municipal Plan and Budget 2021-22 public consultation process.

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

- HWL Ebsworth
- Department of the Chief Minister and Cabinet

POLICY IMPLICATIONS

The declaration of rates, takes in consideration Council Policy, *FIN02 - Rating Policy*, which sets the framework for the principles of rating and the rating methodology that is to be applied when levying rates within the Palmerston Municipality.

BUDGET AND RESOURCE IMPLICATIONS

Council has prepared a draft balanced budget for 2021-22 based on an increase to Residential Rates by an average of 2.4% or a \$30 increase on the minimum and a decrease in waste charges to \$480 per annum compared to the 2020-21 Rates and Charges.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 155 of the *Local Government Act 2008* states that Council shall declare its rates "on or before 31 July in each year".

In accordance with the Section 24 of the *Local Government (Accounting) Regulations*, the Chief Executive Officer is required to certify to Council that the assessment record is a comprehensive record of all rateable land within the area to their knowledge, information, and belief.

The draft Declaration of Rates and Charges has been reviewed by HWL Ebsworth who have advised that in their opinion it is compliant with the requirements of the *Act*.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

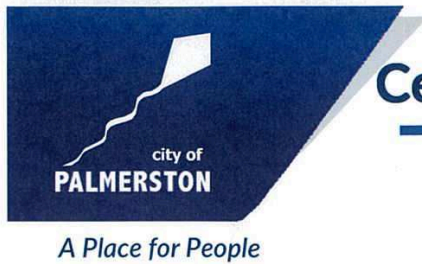
There are no environment sustainability implications for this report.

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. Certification of Assessment Record [13.2.1.1 - 1 page]
2. Declaration of Rates and Charges [13.2.1.2 - 2 pages]



Certification of Assessment Records

As per Section 24 (1) Local Government
(Accounting) Regulations

This is to certify that assessments 100002-115846 declared pursuant to Sections 155-157 of the *Local Government Act 2008* are recorded in the assessment record and to the best of my knowledge, information and belief the assessment record is a comprehensive record of all rateable land within the municipality.

Signed: 

Date: 9 June 2021

Luccio Cercarelli
Chief Executive Officer

DECLARATION OF RATES & CHARGES 2021-22

Notice is hereby given pursuant to section 155 of the *Local Government Act 2008 (the Act)*, that the following rates and charges were declared by the City of Palmerston at the 2nd Ordinary Council Meeting held Tuesday, 15 June 2021 pursuant to Chapter 11 of the *Act* in respect of the financial year ending 30 June 2022.

Rates

City of Palmerston (**Council**) makes the following declaration of rates pursuant to Chapter 11 of the *Act*.

- 1) Council, in accordance with section 149 of the *Act*, adopts the unimproved capital value as the basis for determining the assessed value of allotments within the Palmerston local government area (**the Municipality**).
- 2) Council, in accordance with section 155 of the *Act* declares that it intends to raise, for general purposes by way of rates, an amount of \$22,617,675 which will be raised by the application of differential valuation-based charges (**differential rates**) with differential minimum charges (**minimum charges**) being payable in application of each of those differential rates for the financial year ending 30 June 2022.
- 3) Council declares the following differential rates with minimum charges being payable in application of each of those differential rates:
 - a) With respect to all rateable land within that part of the Municipality zoned R, RR (excluding RR properties located in the suburb of Marlow Lagoon), LR, LMR, MR, HR, CL, FD, PS, SP8, SP9 with a parcel area less than 10,000m², SP9 with a parcel area greater than 20,000m², SP10 and SP11 under the NT Planning Scheme, a differential rate of 0.611910% of the assessed value of such land, with the minimum charge being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148(4) of the *Act*) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - b) With respect to all rateable land within that part of the Municipality zoned RR in the suburb of Marlow Lagoon under the NT Planning Scheme, a differential rate of 0.502705% of the assessed value of such land, with the minimum charge being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148(4) of the *Act*) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - c) With respect to all rateable land within that part of the Municipality zoned GI and LI under the NT Planning Scheme, a differential rate of 0.490655% of the assessed value of such land, with the minimum charge being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148(4) of the *Act*) on each allotment of land; or
 - ii) the number one,
 whichever is greater.
 - d) With respect to all other rateable land within the Municipality, a differential rate of 0.736097% of the assessed value of such land, with the minimum charge being payable in the application of that differential rate being \$1,257 multiplied by:
 - i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 148(4) of the *Act*) on each allotment of land; or
 - ii) the number one,
 whichever is greater.

Charges

- 4) In accordance with section 157 of the *Act*, Council declares that to enable the provision of waste management services, it provides for the benefit of all residential land within the Municipality and the occupiers of such land, it intends to raise an amount of \$6,932,099 which will be raised by the application of the following charges for the financial year ending 30 June 2022.

For the purposes of this paragraph 4:

- "allotment" has the meaning set out in section 147 of the *Act*.
 - "residential dwelling" means a dwelling house, flat or other substantially self-contained residential unit or building on residential land and includes a unit within the meaning of the *Unit Titles Act 1975* and the *Unit Title Schemes Act 2009*.
 - "residential land" means land used or capable of being used for residential purposes (but does not include land on which there is no residential dwelling).
- a) THAT Council declares a charge of \$480 per annum per residential dwelling in respect of waste management services provided to, or which Council is willing and able to provide to each residential dwelling within the Municipality other than a residential dwelling as described in paragraph e) below. The services are:
 - i) for single dwellings and multiple dwellings with three (3) or less dwellings per lot:
 - A) a kerbside general waste collection service of two (2) garbage collection visits per week collecting waste contained in a maximum of one (1) 120 litre general waste mobile bin per visit; and
 - B) a kerbside recycling collection service of one (1) collection visit per fortnight collecting recycled materials contained in a maximum of one (1) 240 litre recycling mobile bin per visit.
 - ii) for multiple dwellings with four (4) or more dwellings per lot:
 - A) a general waste collection service of four (4) garbage collection visits per week, collecting waste contained in a maximum of one (1) 240 litre mobile bin per four (4) dwellings on each garbage collection visit; and
 - B) a recycling collection service of one (1) collection visit per week collecting recycled materials contained in a maximum of one (1) 240 litre recycling mobile bin per two (2) dwellings on each recycling collection visit.

In respect of the garbage and recycling collection services to these lots, a dedicated onsite waste and recycling bin storage enclosure must be provided by the occupiers of the lots in a form that complies with Council's requirements from time to time in respect of such enclosures;
 - iii) one pre-cyclone season hard waste collection as scheduled by Council;
 - iii) access to the Archer Waste Management Facility for the disposal of items accepted at the facility;
 - iv) maintenance and replacement of waste management infrastructure and facilities;
 - v) waste reduction and environmental programs and projects; and
 - v) public litter collection & street sweeping.
 - b) THAT Council declares an additional charge of \$149 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 4)(a)(i)(A) in respect of that dwelling requests in writing and Council approves of an upgrade to the garbage collection service from a maximum of one (1) 120 litre general waste mobile bin to a maximum of one (1) 240 litre general waste mobile bin.

- c) THAT Council declares an additional charge of \$250 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 4)(a)(i)(A) in respect of that dwelling requests in writing and Council approves of an additional general waste collection service of one (1) or more additional 120 litre general waste mobile bins.
- d) THAT Council declares an additional charge of \$110 per annum per residential dwelling, where a person liable to pay a charge as described in paragraph 4)(a)(i)(B) in respect of that dwelling requests in writing and Council approves of an additional recycling collection service of one (1) or more additional 240 litre recycling mobile bins.
- e) THAT Council declares a charge of \$240 per annum per residential dwelling in respect of properties where the number of residential dwellings exceeds 25 and the property has its own alternative regular waste collection service arrangements that is approved by Council and meets the requirements of by-laws 26 and 27 of the *Palmerston (Public Places) By-laws 2001* and such other requirements that Council may have from time to time in respect of such services. The services are:
 - i) one pre-cyclone season hard waste collection as scheduled by Council.
 - ii) access to the Archer Waste Management Facility for the disposal of items accepted at the facility.
 - iii) maintenance and replacement of waste management infrastructure and facilities.
 - iv) waste reduction and environmental programs and projects.
 - v) public litter collection & street sweeping.

Relevant interest rate

- 5) THAT the relevant interest rate for the late payment of rates and charges is fixed in accordance with section 162 of the *Act* at the rate of 8% per annum and is to be calculated on a daily basis.

Payment

- 6) a) THAT rates and charges declared under this declaration may be paid by four (4) approximately equal instalments by the following dates, namely:
 - First Instalment, 30 September 2021
 - Second Instalment, 30 November 2021
 - Third Instalment, 30 January 2022
 - Fourth Instalment, 30 March 2022Instalments falling due on a weekend or public holiday may be paid by the following business day without incurring a penalty.
 - i) Details of due dates and specified amounts will be listed on the relevant notice of rates and charges.
 - ii) Variations to those options for payment will be administered according to the conditions outlined on the notice of rates and charges.
 - iii) A ratepayer who fails to abide by such conditions may be sued for recovery of the principal amount of the rates and charges, late payment penalties, and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. If rates are payable by the owner of the land and are not paid by the due date, they become a charge on the land to which they relate, except within an Aboriginal Community Living Area. In addition, Council may apply to register its charge over the land and sell the land to recover unpaid rates and charges.
- b) THAT in accordance with section 160 of the *Act*, a cash incentive of \$3,000 be provided to encourage the prompt payment of rates and charges for the financial year ending 30 June 2022, where payment in full is made on or before 30 September 2021. The incentive will be offered through the conduct of a draw to be known as the 'Early Bird Draw' whereby the City of Palmerston will offer a monetary prize to two (2) successful recipients at \$1,500 each in accordance with the terms and conditions available on Council's website.

Luccio Cercarelli
Chief Executive Officer

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.2
REPORT TITLE:	Fees and Charges 2021/22
MEETING DATE:	Tuesday 15 June 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 provides Council with the Fees and Charges for the 2021-22 financial year and seeks Council endorsement.

KEY MESSAGES

- Council continues to provide many free services and has waved further charges.
- Council approved to continue free pool-access to the community for the next five years.
- Free parking continues in the CBD to support our local business community.
- To allow more opportunities for businesses Council has removed application fees for outdoor dining.
- Whilst Council included charges for venue hire, Council resolved to wave these until 31 December 2021 at its first ordinary meeting in June 2021.
- Fees and Charges are reviewed annually in line with Council's Municipal Plan and Budget.
- The recommended Fees and Charges 2021-22 have a number of removal, increase and decrease fee adjustments compared to 2020-21.
- Adjustments are designed to improve access and utilisation of Council services and assist our community.

RECOMMENDATION

1. THAT Report entitled Fees and Charges 2021/22 be received and noted.
2. THAT Council endorse the Fees and Charges 2021-22 as presented at **Attachment 13.2.2.1** to Report entitled Fees and Charges 2021/22 to be effective from 1 July 2021.

BACKGROUND

A review of Council's Fees and Charges is undertaken annually in conjunction with the Municipal Plan. Council Officers undertake an assessment of services offered to the community in line with the Community Plan and desired service outcomes and any other related issues within the community.

DISCUSSION

The Fees and Charges 2021-22 have been reviewed and prepared with consideration to Council's Municipal Plan 2021-22.

Most of the Fees and Charges are recommended to remain the same, however there are some proposed adjustments to be outlined below. These adjustments are designed to improve utilisation and accessibility to Council services and streamline the processes for the customer and reduce administration costs and to realign the fees charged to Council for the cost of undertaking works or services.

The adjustments in Fees and Charges for 2021-22 include:

- Free parking within the municipality, maximum time limits apply.
- Removal of fees for the reproduction of Rates Notices under five years old.
- Removal of afterhours staff fees for the use of facilities at the Recreation Centre.
- Removal of Library Membership replacement cards.
- Free receiving of faxes.
- Removal of Shopping Trolley release fees.
- Removal of application fee for Outdoor dining permits.
- Adjustments to driveway crossover costs.
- Removal of fees for second driveway future maintenance for residential properties.
- Decrease in pathway fees when works are conducted by Council at the owner's request.
- Decreased fees for additional general waste and recycling bins for Multiple Dwellings.
- Addition of penalty interest for long grass invoices.

Council has also removed three community services due to no longer being available for community use, being:

- Library Training Room being transformed into the new Library Recording Studio.
- Movie Trailer.
- Imagination Playground.

Council has reduced or removed fees were able, to encourage our community to grow. With free parking remaining, and the waiver of application fees for outdoor dining permits. Council staff will be promoting business to extend their dining area to outdoor spaces, and encourage

CONSULTATION PROCESS

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

- Budget Officers
- Finance Manager
- Executive Leadership Team

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

The draft Municipal Plan 2021-22 has been balanced with respect to the proposed Fees and Charges. It has also assumed that transaction levels would occur as trended over previous years. Fees and Charges account for about 2% of Council's total operating income, so adjustments to the Fees and Charges only have minor effects in relation to Council's income.

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.

In accordance with Section 2 of the *Palmerston (Charges) By-Laws*, Council has the authority to determine by Council Resolution the charges, dues, fares, fees and rents in relation to a property, undertaking, service, matter or thing.

Council must adopt Fees and Charges prior to 1 July each year so that Council can continue to charge for specific services or products provided to the community and the users in the forthcoming 2021-22 financial year.

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. Fees and Charges 2021/22 [13.2.2.1 - 20 pages]

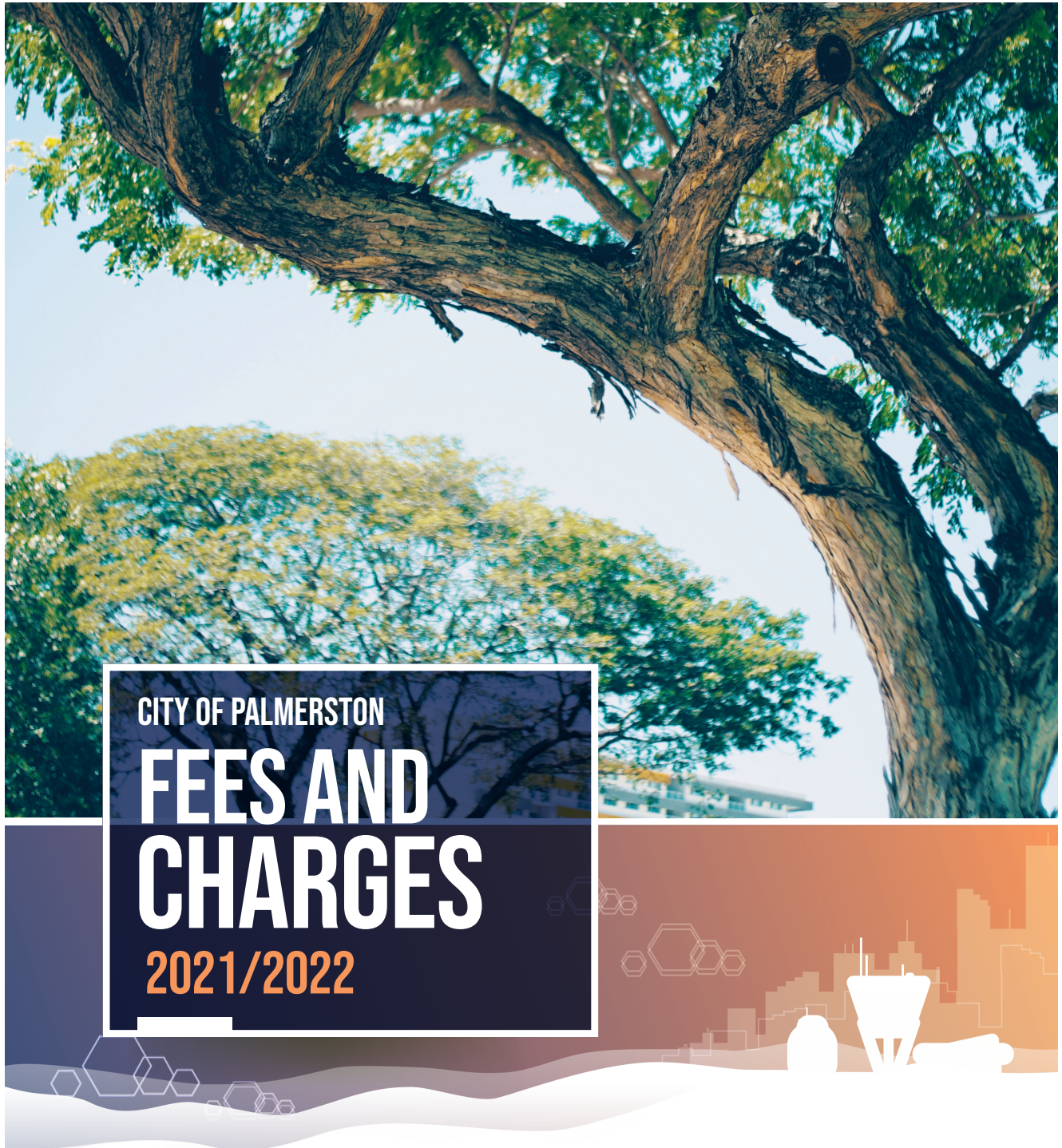




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Definitions

GST Free	Items are exempt from GST under Division 81 of the GST Act
Incl. GST	Charges listed are inclusive of GST

Administration

Annual Report		2021/22	GST
Copy	per copy	Free ✓	
Perusal of report in Council offices		Free ✓	
Municipal Plan		2021/22	GST
Copy	per copy	Free ✓	
Perusal of report in Council offices		Free ✓	
Cheques Dishonoured		2021/22	GST
At first presentation	per cheque	Cost of bank fee	incl. GST
At second presentation	per cheque	Cost of bank fee	incl. GST
Freedom of Information		2021/22	GST
Information Act Fees and Charges		As prescribed	

Rates

Rate Book Inspection Fee

		2021/22	GST
Perusal at Council Office		Free ✓	
Written Extract	per assessment	\$50.00	incl. GST

Reproduction of Original Rates Notice

		2021/22	GST
Current Rating Year	per notice	Free ✓	
Prior Rating Years < 5 years	per notice	Free ✓	
Prior Rating Years > 5 years	per notice	\$25	incl. GST

Rate Debt Collection Fee

		2021/22	GST
Letter of Demand	per letter	Charge of external contractor	incl. GST
Field Call	per field call	Charge of external contractor	incl. GST
Statement of Claim	per statement of claim	Charge of external contractor	incl. GST

Additional court costs may apply and are determined by the proceedings

Dog Registration Fees

Standard Fee		2021/22	GST
Full Year Fee	per dog	\$105.00	GST Free
Half Year Fee (from 1st March)	per dog	\$65.00	GST Free
Aged and Disability Pensioner Fee	per dog	\$25.00	GST Free
Trained Dogs for the Blind and Hearing Impaired	per dog	Free ✓	
Dogs under 3 months of age (no discounts apply)*	per dog	\$10.00	GST Free

* Under the current By-Laws dogs under 3 months do not have to be registered, however Council encourages the registration of all dogs

Discounts		2021/22	GST
Desexed or Northern Australian Canine Association COB Holder	per registration	50%	
Microchipped	per registration	10%	

Calculated Fees		2021/22	GST
Full Year Fee		\$105.00	GST Free
Full Year - Desexed/NACA trained		\$52.50	GST Free
Full Year - Desexed/NACA trained and Microchipped		\$42.00	GST Free
Full Year - Microchipped		\$94.50	GST Free
Half Year Fee (from 1st March)		\$65.00	GST Free
Half Year - Desexed/NACA trained		\$32.50	GST Free
Half Year - Desexed/NACA trained and Microchipped		\$26.00	GST Free
Half Year - Microchipped		\$58.50	GST Free
Pensioner Fee		\$25.00	GST Free
Pensioner - Desexed/NACA trained		\$12.50	GST Free
Pensioner - Desexed/NACA trained and Microchipped		\$10.00	GST Free
Pensioner - Microchipped		\$22.50	GST Free

Dog Registration Fees cont...

Tag Replacement		2021/22	GST
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Tag Replacement	per tag	\$10.00	incl. GST
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Impound Fees		2021/22	GST
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Fee for unregistered dog	per dog	\$205.00	GST Free
Fee for registered dog	per dog	\$140.00	GST Free
Additional fee for dog impounded out of hours	per dog	\$85.00	GST Free
Daily charge after day one	per dog	\$55.00	GST Free

Dog Licence (more than 2 dogs)		2021/22	GST
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Licence Application including one site inspection (<i>non refundable</i>)	per application	\$155.00	GST Free
Site Inspections	per inspection	\$115.00	GST Free
Licence – Full-yearly	per licence	\$215.00	GST Free
Licence – Half-yearly (March - August)	per licence	\$120.00	GST Free

Barking Collars		2021/22	GST
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Citronella Barking Collars	Maximum 30 day hire	Free ✓	
Refundable Deposit	per collar	\$50.00	GST Free
Citronella Canisters	per canister	\$35.00	incl. GST

Animal Traps		2021/22	GST
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Hire Animal Traps	Maximum 30 day hire	Free ✓	
Refundable Deposit	per trap	\$50.00	GST Free

Community Facilities

Gray Community Hall		2021/22	GST
Private/Business			
Rent	per day	\$200.00	incl. GST
Rent	per hour	\$40.00	incl. GST
Not-for-profit			
Rent	per day	\$100.00	incl. GST
Rent	per hour	\$20.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	at cost of cleaning + GST	incl. GST

Driver Family Resource Centre		2021/22	GST
Private/Business			
Rent	per day	\$200.00	incl. GST
Rent	per hour	\$40.00	incl. GST
Not-for-profit			
Rent	per day	\$100.00	incl. GST
Rent	per hour	\$20.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	at cost of cleaning + GST	incl. GST

Durack Heights Community Centre per Classroom		2021/22	GST
Private/Business			
Rent	per day	\$200.00	incl. GST
Rent	per hour	\$40.00	incl. GST
Not-for-profit			
Rent	per day	\$100.00	incl. GST
Rent	per hour	\$20.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	at cost of cleaning + GST	incl. GST

Community Facilities cont...

Library Community Room (incl. Kitchenette)		2021/22	GST
Private/Business			
Rent	per day	\$200.00	incl. GST
Rent	per hour	\$40.00	incl. GST
Not-for-profit			
Rent	per day	\$100.00	incl. GST
Rent	per hour	\$20.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	At cost of cleaning + GST	incl. GST

Recreation Centre - Community Room 1		2021/22	GST
Private/Business			
Rent	per day	\$200.00	incl. GST
Rent	per hour	\$40.00	incl. GST
Not-for-profit			
Rent	per day	\$100.00	incl. GST
Rent	per hour	\$20.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	at cost of cleaning + GST	incl. GST

Recreation Centre - Community Room 2		2021/22	GST
Private/Business			
Rent	per day	\$300.00	incl. GST
Rent	per hour	\$60.00	incl. GST
Not-for-profit			
Rent	per day	\$150.00	incl. GST
Rent	per hour	\$30.00	incl. GST
Booking Deposit - Refundable	per usage	\$125.00	GST Free
Additional Cleaning (if required)	per usage	At cost of cleaning + GST	incl. GST

Community Facilities cont...

Recreation Centre Stadium Hire - Hourly Rate		2021/22	GST
Private/Business			
Rent	per court	\$60.00	incl. GST
Lights	per court	\$40.00	incl. GST
Airconditioning	per court	\$45.00	incl. GST
Not-for-profit			
Rent	per court	\$30.00	incl. GST
Lights	per court	\$25.00	incl. GST
Airconditioning	per court	\$30.00	incl. GST
Stadium lights are required prior to 7am and after 6pm			

Recreation Centre Seating		2021/22	GST
Stadium Seating Hire	single unit	\$300.00	incl. GST
Stadium Seating Hire	3 units	\$600.00	incl. GST
Stadium Seating Hire	6 units	\$800.00	incl. GST

Community BBQ Trailer		2021/22	GST
Available for use by members of the community, local organisations and groups			
Rent	per usage	Free ✓	
Booking Deposit - Refundable	per usage	\$200.00	GST Free

Property

Damage or Destruction to any Council Property		2021/22	GST
Damage or destruction to any property of Council will be recovered from the responsible person. This could be either the holder of the permit/licence, the hirer or any other liable person causing damage.	per damaged asset	Cost for replacement or reinstatement to Council plus 15% administrative charge plus GST	incl. GST

Public Places

Public Open Spaces and Parks: All deposits shall be lodged with proof of public liability insurance

Private and Non-for Profit Community Groups		2021/22	GST
Key Deposit - Refundable	per key	\$60.00	GST Free
Cleaning Deposit – Refundable	per usage	Free ✓	
Additional Cleaning (<i>if required</i>)	per usage	at cost of cleaning + GST	incl. GST

Commercial Use		2021/22	GST
Key Deposit - Refundable	per key	\$60.00	GST Free
Cleaning Deposit – Refundable	per usage	\$150.00	GST Free
Additional Cleaning (<i>if required</i>)	per usage	at cost of cleaning + GST	incl. GST

Busking Permit		2021/22	GST
Busking Permit	per permit	Free ✓	

Library Services

Non Territory Resident Borrower		2021/22	GST
Refundable Deposit - plus	per resident	\$45.00	GST Free
Non-Refundable Administration Fee	per resident	\$15.00	incl. GST

Lost Borrower Card Replacement		2021/22	GST
Lost Borrower card replacement	per card	Free ✓	

Photocopying and Printing		2021/22	GST
Black and White			
A4 single	per page	\$0.20	incl. GST
A4 double	per page	\$0.40	incl. GST
A3 single	per page	\$0.40	incl. GST
A3 double	per page	\$0.80	incl. GST
Colour			
A4 single	per page	\$1.00	incl. GST
A4 double	per page	\$2.00	incl. GST
A3 single	per page	\$2.00	incl. GST
A3 double	per page	\$4.00	incl. GST

Public Personal Computers		2021/22	GST
Computer & Internet Usage	Maximum time limit applies	Free ✓	

Fax Service		2021/22	GST
Send outgoing fax	per page	\$0.20	incl. GST
Receive incoming fax	per page	Free ✓	

Library Services cont...

Inter Library Loan (if charged by host library)

	2021/22	GST
Inter Library Loan (if charged by host library) per loan	as charged by host library	GST Free

Replacement of Lost or Damaged items

	2021/22	GST
Replacement of library resources per item	at replacement cost of item plus \$2 administration charge + GST	incl. GST

Laminating Service

	2021/22	GST
A3 per sheet	\$4.00	incl. GST
A4 per sheet	\$2.00	incl. GST
Wallet size per sheet	\$1.00	incl. GST

Library Bags

	2021/22	GST
Calico per bag	\$5.00	incl. GST

Carparking

CBD Carparking

	2021/22	GST
Zone A, B, C, D and E	Maximum time limits apply	Free ✓

Outdoor Dining Licence

Outdoor Dining Licence		2021/22	GST
Outdoor Dining Licence (Class 1)	per annum	Free ✓	
Class 1: Up to 4 tables / 8 Seats (<i>whichever is the lesser</i>)			
Outdoor Dining Licence (Class 2)	per annum	Free ✓	
Class 2: All other applications (<i>with or without a Licence to Serve Alcohol</i>)			

Regulatory Service

Disability Permits		2021/22	GST
Permanent Disability (renewable every 3 years)	per permit	Free ✓	
Temporary Disability (time limited)	per permit	Free ✓	

Long Grass		2021/22	GST
Standard and/or <1200sq m blocks	per block	Cost + 10%	incl. GST
Non standard and/or >1200sq m blocks	per block	Cost + 10%	incl. GST
Block Inspection Fee	per inspection	Free ✓	
Penalty interest for outstanding invoices	daily	8%	

Signage

Signage in Public Space and on Private Land

Animated Signs		2021/22	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$240.00	GST Free

Signage on Private Land		2021/22	GST
Banners for temporary advertising on private land for maximum 2 weeks	per application	\$45.00	GST Free
Banners, Balloons, Blimps and kites on private land	per application	\$45.00	GST Free
Signs on private land viewable from a public place	per application	\$45.00	GST Free

Banners/Signs on Council Land		2021/22	GST
Weekly fee for Commercial Use	per banner/sign	\$75.00	GST Free
Weekly fee for Not-for-profit Organisations	per banner/sign	\$45.00	GST Free

Banner on Street Light Poles		2021/22	GST
Application Fee	per application	\$45.00	GST Free
Weekly Fee	per banner	\$5.00	GST Free
Erection and Removal of Banners	per banner	at cost for Council + 15% + GST	incl. GST

Signs Overhanging a Public Place		2021/22	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$125.00	GST Free

Signage cont...

Permanent Signs on Road		2021/22	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$125.00	GST Free

Removable Signs on Public Land (A-Frame)		2021/22	GST
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	

Other Signage in Open Space		2021/22	GST
Bunting	per application	\$45.00	GST Free
Murals	per application	\$45.00	GST Free
Flags	per application	\$45.00	GST Free
Event Signage	per application	\$45.00	GST Free
Blue Finger Signs	per application	\$45.00	GST Free

General Service and Community Groups		2021/22	GST
Churches, self help groups, childcare centres, schools, public sporting facilities			
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	
Cost of Erection	per sign	Free ✓	

Business Groups		2021/22	GST
Shopping Centres, home businesses, vet clinics, medical/dental clinics, commercial childcare, private sporting clubs and community clubs			
Application Fee	per application	Free ✓	
Annual Fee	per sign	Free ✓	
Cost of Erection	per sign	Free ✓	

Signage cont...

Real Estate Signs on Fences		2021/22	GST
Application Fee	per application	\$45.00	GST Free
Annual Fee	per sign	\$135.00	GST Free

Advertising on Fences		2021/22	GST
Application Fee	per application	\$45.00	GST Free

Collection and Return of Movable Signage		2021/22	GST
Fee for the collection of moveable signs during a cyclone upon declaration of Stage 2 by the Territory Controller			
Return Fee	per sign	\$112.50	GST Free

Subdivision

Council Acceptance of Assets		2021/22	GST
Construction costs include the (direct) cost of constructing all assets that will be coming under the ownership and liability of Council.			
Assets shall include all items required to develop the site in accordance to legislation, regulations, guidelines, standards and industry best practice that are incorporated with the approved designs.			
Prior to Practical Completion/ On Maintenance	per approval	1.5% of construction cost of all assets handed to Council + GST	incl. GST

Driveway Crossover

Driveway Crossover (Reinforced)		2021/22	GST
Rates for driveway and concrete works apply when works are undertaken by Council at the request of the property owners, or relating to works on public places.			
100 mm Standard	per m2	\$95.00	incl. GST
150 mm Commercial	per m2	\$110.00	incl. GST
200 mm Industrial	per m2	\$145.00	incl. GST
Crossover	per Lm	\$135.00	incl. GST
Saw cut, remove and dispose kerb/gutter	per Lm	\$95.00	incl. GST
Saw cut, remove and dispose concrete less than 120mm thick	per m2	\$35.00	incl. GST
Pathways - 100mm (Reinforced)	per m2	\$95.00	incl. GST

Work on Public Places

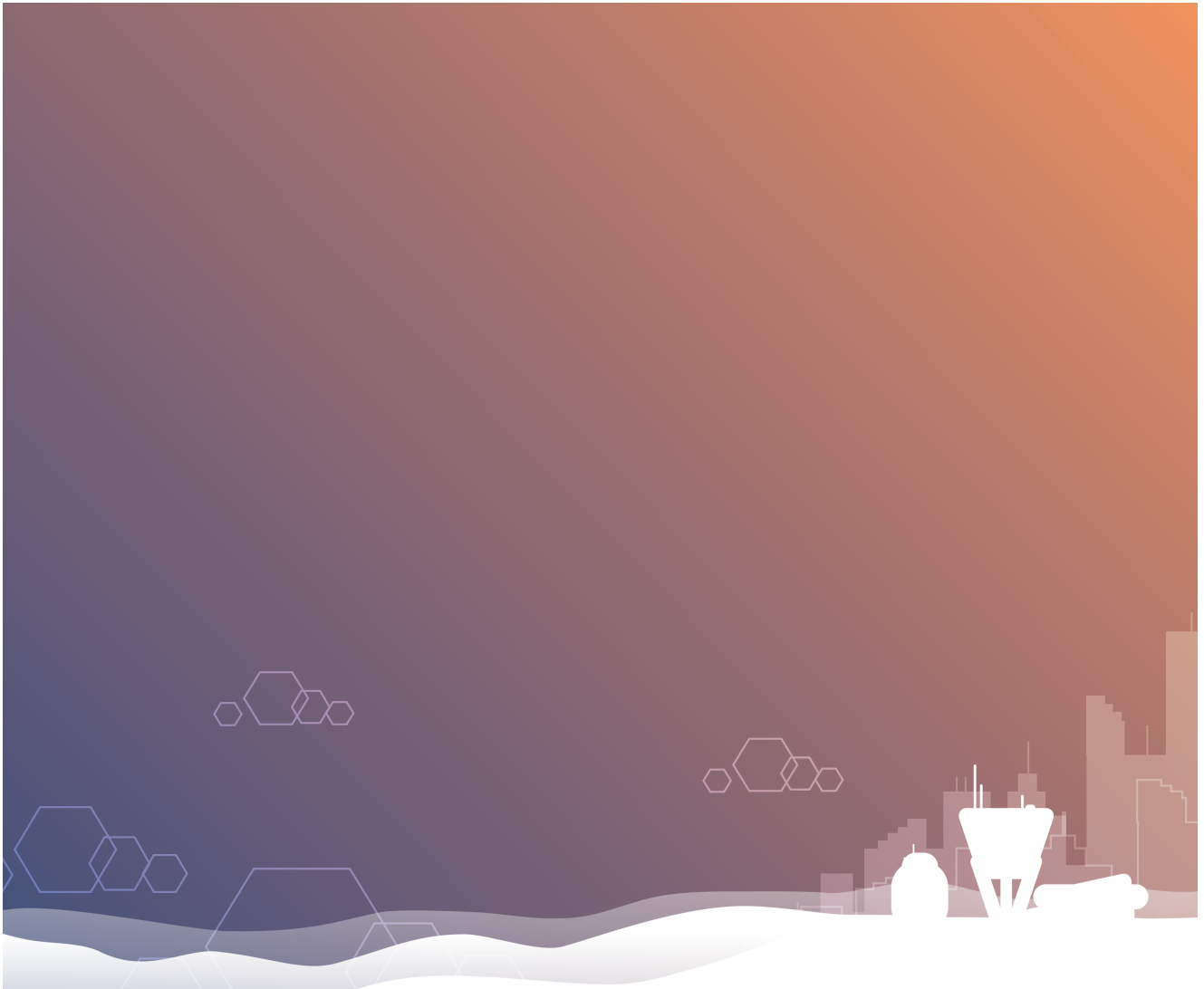
Work on Public Places		2021/22	GST
All applications shall be lodged with proof of public liability insurance.			
Amount of inspections required will be verified after lodgement of application depending on works.			
A permit will be issued for a maximum of 1 week unless otherwise determined by CoP. This includes minimum of 2 inspections.			
Application and Inspection Fee	each	\$150.00	GST Free
Additional fee for permits required for more than one week	per week	\$40.00	GST Free
	1 month	\$100.00	GST Free
	6 months	\$500.00	GST Free
	1 Year	\$1,000.00	GST Free
Hoarding Fee	per m2 per week	\$2.60	GST Free
Car bay hire	per bay per week	\$55.00	GST Free
Private waste bins and containers on road reserves			
Maximum of 4 day period	per application	\$55.00	GST Free

Building Construction Application

Building Construction		2021/22	GST
Driveway Plan Approval (First driveway)	per application	Free ✓	
Driveway Plan Approval (Second driveway)	per application	\$90.00	GST Free
Stormwater Plan Approval (where connection provided)	per application	Free ✓	
Stormwater Plan Approval (where connection is not provided)	per application	\$90.00	GST Free
Clearance	per application	\$90.00	GST Free
Additional Inspection	per inspection	\$60.00	GST Free

Waste Management

Additional Bin Service Multiple Dwellings		2021/22	GST
<p>Multiple dwelling properties are currently limited under the Declaration of Rates to the following: a general waste collection of four (4) garbage collection visits per week with a maximum of one (1) 240L bin per four (4) dwellings; and, a recycling collection service of one (1) collection visit per week with a maximum of one (1) 240L mobile bin per two (2) dwellings to be collected on each recycling collection visit.</p> <p>A body corporate is able to apply for an additional service on behalf of the multiple dwelling to be invoiced annually or on a pro-rata basis per additional bin.</p>			
Additional General Waste Bin 240L	per bin	\$290.00	GST Free
Additional Recycling Bin 240L	per bin	\$110.00	GST Free



Civic Plaza,
1 Chung Wah Terrace



08 8935 9922



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palmerston.nt.gov.au

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.3
REPORT TITLE:	Adoption of the Municipal Plan and Budget 2021-22
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	Governance and Strategy Manager, Manu C. Pillai
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 for the adoption of the Draft Municipal Plan and Budget 2021/22.

KEY MESSAGES

- Council is required under the *Local Government Act 2008* to prepare an annual Municipal Plan including the Budget for adoption by 31 July each year.
- The Annual Municipal Plan and Budget details Council's service delivery plan for the forthcoming financial year.
- The structure of the Draft Municipal Plan and Budget reflects Council's Community Plan.
- Council must present and set a balanced budget for 2021/22.
- Council's budget includes a marginal increase in Residential Rates by an average of 2.4% with \$30 increase on the Residential Minimum Rate which will be offset by a \$10 reduction in waste charges.
- Council has reduced interest charged on overdue rates from 9% to 8%.
- Free entry for Palmerston Pool users will continue in 2021/22 and has been incorporated into the Draft Municipal Plan and Budget 2021/22.
- Council will continue to offer free parking to maximise local shopping and support our local businesses.
- The Draft Municipal Plan and Budget 2021/22 includes Elected Member Allowances as required by the *Local Government Act 2008*.
- The Draft Municipal Plan and Budget 2021/22 includes \$20.4 million capital works projects such as the Road Renewals, Greening the City, Stormwater Drainage, Playgrounds and open space upgrades, SWELL, Zuccoli Regional Dog Park, Connectivity Pathways and Waste Management.
- Council has undertaken and completed 28 days of public consultation. During this period, copies of the draft plan was made available to the public through Council's front counters, website, newspaper, and social media for feedback.
- Council wrote to the Department of Chief Minister and Cabinet seeking feedback to ensure that the Draft Municipal Plan and Budget 2021/22 is compliant with the *Local Government Act*.
- Council received one submission on the draft Municipal Plan and Budget 2021/22 from the Department of Chief Minister and Cabinet. These recommendations and comments on the draft Plan are outlined and include Council's responses and actions.
- The Draft Municipal Plan and Budget 2021/22 complies with all the requirements under the *Local Government Act 2008* and the incoming legislations.

RECOMMENDATION

1. THAT Report entitled Adoption of the Municipal Plan and Budget 2021/22 be received and noted.
2. THAT Council adopt the Elected Member Allowances for the 2021/22 financial year as outlined in the Draft Municipal Plan and Budget 2020/21 and set the Extra Meeting Allowance at \$160 per meeting, with conditions as set out in Council Policy *Elected Member Benefits and Support*.
3. THAT in accordance with Section 24(1) of the *Local Government Act 2008*, Council adopt the Draft Municipal Plan and Budget 2021/22 being **Attachment 13.2.5.1** as City of Palmerston Municipal Plan and Budget 2021/22.
4. THAT Council provide the adopted City of Palmerston Municipal Plan and Budget 2021/22 to the Department of Chief Minister and Cabinet in accordance with Section 24(1) of the *Local Government Act 2008* before the 31 July 2021

BACKGROUND

The structure of the Municipal Plan and Budget 2021/22 is based on Council's Community Plan, supporting the six outcomes. These six outcomes form the basis of performance and service plans that Council will work towards achieving in the coming 2021/22 financial year and reported against in Council's Annual Report 2021/22.

At the 1st Ordinary Council Meeting of 4 May 2021, Council made the following decisions:

Draft Municipal Plan and Budget 2021/22

1. *THAT Council receive and note the tabled City of Palmerston draft Municipal Plan and Budget 2021/22 to replace Attachment 25.2.3.1.*
2. *THAT Report entitled Draft Municipal Plan and Budget 2021/22 be received and noted.*
3. *THAT Council adopts the City of Palmerston draft Municipal Plan and Budget 2021/22 as presented as Attachment 25.2.3.1 as tabled at the Meeting for the purpose of 28-day public consultation.*
4. *THAT Council be presented with the City of Palmerston draft Municipal Plan and Budget 2021/22, inclusive of the feedback from the public consultation for adoption at the 2nd Ordinary Council Meeting of 15 June 2021.*
5. *THAT the decisions relating to Report entitled Draft Municipal Plan and Budget 2021/22 be moved into the Open Minutes following the Municipal Plan and Budget 2021/22 Media Briefing on 06 May 2021.*

CARRIED 9/1621 – 04/05/2021

The draft Municipal Plan and Budget 2021/22 was launched for 28 days public consultation on 6 May 2021 following a media briefing from the Mayor.

DISCUSSION

The Draft Municipal Plan and Budget 2021/22 presents a balanced budget which maintains or improves service levels to our community. To ensure financial sustainability, Council has placed a marginal increase in Residential Rates by an average of 2.4% with \$30 increase on the Residential Minimum Rate which will be offset by a \$10 reduction in waste charges.

Most significantly in this year's Draft Municipal Plan and Budget 2021/22, Council are delivering a balanced budget where Council will invest in the ongoing renewal of the community infrastructure assets. Municipal Plan elements include:

- \$15 million Swimming Wellness Events Leisure & Lifestyle (SWELL) project
- Over \$20 million in capital spend on community infrastructure
- \$350,000 development of a regional dog park in Zuccoli
- \$500,000 Greening and Cooling the City program
- \$1.1 million in improvements to Archer Waste Management Facility
- Marginal increase in Residential Rates by an average of 2.4% with \$30 increase on the Residential Minimum Rate which will be offset by a \$10 reduction in waste charges, and
- The continuation of free parking in City Centre
- A reduction in interest charged on overdue rates from 9% to 8%
- No significant increase to Fees & Charges
- \$13.8M partnership for Capital Works with the Northern Territory Government's Special Community Assistance, Local Employment Grant and other grants
- \$1.823M partnership for the Gray Community Hall Upgrade with the Federal Government
- \$15M as part of SWELL (Swimming, Wellness, Events, Leisure, Lifestyle)
- Free City Centre Parking Free entry to the Swimming & Fitness Centre for pool users
- \$80,000 for the Waste Education Program
- \$230,000 for the Community Benefit Scheme, Sponsorships and NT Cricket
- \$160,000 for the Annual Pre-Cyclone Clean-Up
- \$5.3M for renewals and \$15M for new or upgrade of assets across all categories
- \$80,000 for the Public Art Program
- \$1.6M for the Roads
- \$3.4M for the Parks and Reserves
- \$500,000 for Lighting Dark Spots
- \$500,000 for Tree Planting and watering in partnership with NT Government
- \$1.1M to be spent on the upgrade to the Archer Waste Management Facility
- \$150,000 for Stormwater Drainage Works
- \$330,000 for the Audio Recording Studio with \$205,000 expected to be expended in 2021-22

The Municipal Plan and Budget 2021/22 commences with an outline of the plan's scope, messages from the Mayor and Chief Executive Officer and information for the community on how to provide feedback. The year's highlights are provided in a 'stand-out' and 'tear out' section. This 'tear out' is designed to give ratepayers and our community a simpler way to understand our budget and initiatives for the coming 2021/22 year.

The Draft Municipal Plan and Budget 2021/22 was launched for 28 days public consultation on 6 May 2021. During public consultation, Council wrote to the Department of Chief Minister and Cabinet seeking feedback to ensure that the Draft Municipal Plan and Budget 2021/22 that is being adopted is compliant with the Local Government Act.

Recommendations and comments received from the Department of Chief Minister and Cabinet are noted below, including Council's responses and corresponding actions taken:

Page	Section	Feedback	Action taken
4, 33	Legislative Requirement	No link or reference to the Long Term Financial Plan (LTFP) was provided in the plan.	A link to the LTFP is included in the final Municipal Plan.
Suggested Edits			
3	Contents	Page Number provided was incorrect.	Corrected the page number for the section 'Our People'.
16	Mayor's Profile	The last line in the Mayor's profile is incomplete: "To do this, she has built strong working relationships with both the Northern Territory and Commonwealth."	Amended the sentence to read - "To do this, she has built strong working relationships with both the Northern Territory and Commonwealth Governments."
17	Review of Constitutional Arrangements	Typo in the last sentence: "Council Further review of these constitutional arrangements..."	Corrected the sentence - "Council's further review of these constitutional arrangements..."
25	Objectives	First point is repeating.	Deleted the duplicate point.
27	Objectives	Objectives were not listed as bullet points.	Listed the Objectives as bullet points.
27	Infrastructure fit for purpose	In the sixth paragraph, the figures listed for Building Maintenance, Renewals and Upgrades needed to be adjusted.	Corrected the value to \$366,833 to match the budget.
27	Infrastructure fit for purpose	In the tenth paragraph, the values for renewals and upgrades didn't match with the budget.	Added a new sentence to match the value in the budget: "An additional \$2,240,693 is budgeted for the development of new assets."
31	Community is at the centre	Typo in the fourth point - "performing though a series of questions..."	Corrected the spelling - "performing through a series of questions..."
33	Financial Sustainability	First sentence - "from \$4.8M in 2019-20 to \$2.7M in 2030-31..."	Corrected the sentence - "from \$4.9m in 2019-20 to \$2.8m in 2030-31..."
40	Total Equity	Value of Total Equity was to be adjusted.	Corrected the value to \$592,544
	Long Term Financial Plan	LTFP has not been updated In line with the budget movements.	LTFP was under review with the Draft Municipal Plan launched and since has been updated and released for consultation.

In addition to this, internal feedbacks were received from staff members during the public consultation period. All recommendations and comments received were minor which didn't make any changes to the actual context of the Draft Municipal Plan and Budget 2021/22 and resulted in small administrative changes.

On 9 May 2021, after the closing of the public consultation period (6 May 2021), Council received an email commenting on the Municipal Plan which stated as follows:

"I think the council should limit itself to improving the city of Palmerston and leave societal problems to the NT govt. Ratepayers money should not be spent on youth issues and programs for non-ratepayers. If they pay rates get services. Not charging admission for anything just perpetuates the myth that you never have to pay for anything in life."

It is unclear from the email whether the respondent is a Palmerston resident. Council delivers a range of services to the community to achieve the outcomes within the Community Plan. It is being recommended that the comment be noted but no action is required.

CONSULTATION PROCESS

The Draft Municipal Plan and Budget 2020/21 was launched for 28 days public consultation on Thursday 6 May 2021 following a media briefing with the Mayor. During this time, the following was undertaken to ensure the draft Plan received significant public exposure and residents were provided with multiple opportunities to provide feedback on the document:

- Briefing to local media by the Mayor with the event live streamed to the public on the City of Palmerston Facebook page on Thursday 6 May 2021. Live stream media briefing for Draft Municipal Plan and Budget 2021/2022 had 523 views.
- A dedicated website page including an online form for submissions, made public on Tuesday 4 May 2021.
- Media release distributed on Thursday 6 May 2021
- Newspaper advertisements: Half page advert appeared in the NT News on Friday 7 May 2021
- Facebook post
- Highlights of the Plan, directing audience to website to leave feedback Thursday 6 May
- Shared 9 News Darwin video post Thursday 6 May
- Consultation ending reminder Tuesday 1 June
- Mayor's radio interviews Promotion occurred weekly during the consultation period with local stations.
- Wednesday 26 May 2021 with ABC Grassroots

Copies of the Draft Municipal Plan and Budget 2021/22 were made available at all Council front counters, being Civic Plaza, City of Palmerston Library, Palmerston Recreation Centre.

The positive communication of Council's initiatives, activities, and projected service delivery for 2021/22, resulted in no public submissions received during the consultation period. The delivery of community-driven initiatives, such as free entry for Palmerston Pool users, free City Centre parking options etc., with no further feedback received may indicate that the community are satisfied with Council's direction.

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

- Executive Leadership Team
- Communications Team
- Governance Lead

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

- Department of Chief Minister and Cabinet

POLICY IMPLICATIONS

There are no policy implications for this Council report but current Council policies including FIN02 Rating Policy have been used to inform the financial model for Draft Municipal Plan and Budget 2021/22.

BUDGET AND RESOURCE IMPLICATIONS

If adopted, the Municipal Plan and Budget 2021/22 will set Council service plan and budget for the 2021/22 financial year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Council has prepared a Municipal Plan in line with the requirements of the *Local Government Act 2008* and the incoming legislations. During public consultation Council received a submission from the Department of Chief Minister and Cabinet on 6 May 2021, which only recommended minor editorial changes. Council is required to adopt the Municipal Plan and Budget 2021/22 by 30 June each year.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

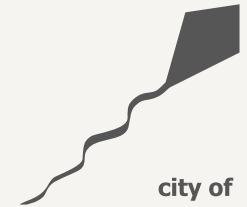
Adoption of the Municipal Plan and Budget 2021/22 will lead to more environmentally sustainable outcome from improved recreation opportunities and energy efficiency initiatives.

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 Municipal Plan and Budget 2021-22 [13.2.3.1 - 23 pages]



city of
PALMERSTON

'A Place for People'



MUNICIPAL | **2021**
PLAN | **2022**



COUNCIL RESPECTFULLY ACKNOWLEDGES

the Larrakia People; the traditional owners of the land and waters of the Palmerston Region, and pays respect to their Elders: past, present and future.

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INTRODUCTION

This municipal plan is the City of Palmerston's 'action plan' on the services, programs, events, facilities and infrastructure we will deliver and maintain in 2021–22. It also contains our annual budget, which outlines proposed Council rates, fees and charges.

This important document also brings together the actions we've committed to in our Community Plan and our Long-Term Financial Plan (which can be accessed from the Council's website: <https://www.palmerston.nt.gov.au/council/forms-and-publications/publications>).

The City of Palmerston's vision is to create 'A Place for People', where we focus on our strengths to ensure our city thrives into the future.

Our community is at the centre of everything we do. In achieving this, we contribute to the vision where:

- Palmerston is a welcoming, vibrant, family-friendly city that fosters diversity and unity.
- In Palmerston, everyone belongs, and everyone feels safe.

CITY OF
PALMERSTON
MUNICIPALITY

OUR VISION

Our vision recognises the importance of valuing and investing in the natural environment, balancing economic considerations, and focussing on innovation to enable social transformation in Palmerston.

The Community Plan defines this vision and outlines our priorities, which are shaped by the community members who were directly involved in creating it. The Community Plan gives our community, businesses and Territorians certainty and what they can expect from Council over the next 10 years. We will work towards these long-term outcomes our community wants and expects.

COMMUNITY PLAN OUTCOMES:

- Family and community: Palmerston is a safe and family-friendly community where everyone belongs.
- Vibrant economy: Palmerston is a destination city for employment. It is a place where businesses are encouraged to set up and grow.
- Cultural diversity: In Palmerston, we celebrate our cultures in a way that values our diversity.
- A Future focus: Palmerston is an innovative city that sustains itself through the challenges of the future.
- Environmental sustainability: Palmerston is an environmentally friendly, liveable city that promotes renewable practices and sustainability.
- Governance: Council is trusted by the community and invests in things that the public value.

The outcomes include the objectives we need to achieve and the ways we'll measure our success in achieving them.

39,032

POPULATION

30

MEDIAN AGE

52
KM²
GEOGRAPHICAL AREA

\$737 MILLION
TOTAL ASSET VALUE

\$42
MILLION
TOTAL BUDGET EXPENSES

\$1.7
BILLION
LOCAL ECONOMY

PUBLIC CONSULTATION

Local governments in the Northern Territory undertake planning and reporting activities in line with the *Local Government Act 2008* and *Local Government Regulations*.

The City of Palmerston welcomes feedback from the public about the draft Municipal Plan and Budget 2021–22, which will be online and open for submissions here from 06 May 2021 to 03 June 2021.

We will review all submissions at the Ordinary Council Meeting on 15 June 2021. Council will adopt the approved Municipal Plan before 31 July 2021, in line with the *Local Government Act*.

MAKING A SUBMISSION:

ONLINE

Have Your Say at Council's website:
www.palmerston.nt.gov.au

MAIL

Attn: Chief Executive Officer
Municipal Plan and Budget 2021–22 submission
City of Palmerston
PO BOX 1, Palmerston NT 0831

EMAIL

governance@palmerston.nt.gov.au

“

I am pleased to present the City of Palmerston draft Municipal Plan and Budget for 2021–22.

The Council Municipal Plan and Budget represents our strategic vision and outlines our projects, events, and service priorities over the next year. The plan focuses a range of medium and long-term goals in line with the outcomes set in our Community Plan. The Community Plan was developed by Palmerston residents and is a comprehensive document that helps council shape the future of Palmerston. We were honoured to receive the Planning Institute of Australia's (Northern Territory) 2020 Public Engagement and Community Planning Award for our Community Plan and we were nominated for the national award within this category.

This year's municipal plan was drafted with the intent to stimulate the local economy through the implementation of a wide range of projects, partnerships and initiatives. Despite the challenges presented by COVID-19, we have continued to work on major projects including the redevelopment of the Gray Community Hall, SWELL and Zuccoli Community Hub.

Council will be delivering the \$15 million SWELL project utilising loan funding for Council's contribution and funding from the Northern Territory Government. Council is awaiting the outcome of an application to the Australia Government for support funding through their Building Better Regions Program.

Operationally, the SWELL Centre will generate in the order of:

- 350,000 annual visitations;
- \$3.5 million indirect expenditure; and
- 20 direct full-time-equivalent jobs.

Major economic benefits to be generated as a result of the SWELL Centre are:

- Approximately 39 construction jobs and 20 ongoing full-time equivalent operational jobs;
- Total cost related benefits over ten years of \$75,229,195;
- Total economic and social benefits over ten years of \$156,417,883;
- Net present value of benefits of between \$99,402,136 and \$137,012,256;
- Net present value of costs of between \$47,249,320 and \$61,326,646; and
- Benefits Cost Ratio of between 2.1 to 2.23.

A range of social benefits will be generated from the SWELL Centre, including the following outcome types:

- Liveability;
- Social interaction;
- Health; and
- Education.

Council is working with the Northern Territory Government to secure a community purpose site within Zuccoli. If secured Council will deliver the first stage of the Zuccoli Community Hub being a regional dog park.

We continue developing strong partnerships with both the Northern Territory Government and Australian Government and have secured support in the form of grants. This funding will be used to deliver infrastructure for our community, encourage innovation, increase environmental sustainability, and support businesses in a competitive global economy. We would like to thank and acknowledge both the Australian and Northern Territory Governments for their commitments to the well-being of the Palmerston community.

In 2022 we will continue projects such as greening public open space through tree planting initiatives. We will continue to offer free parking across the city and free access to the swimming pool to help support the Palmerston community.

Whilst the COVID-19 pandemic continues to present some uncertainty we will continue to implement the Community Plan whilst providing services and support to our community. With the planned launch of the City of Palmerston Local Economic Plan, Council will be better placed to implement a broad range of strategies to support the local economy.

Council uses the 10-year Financial Plan to forecast and ensure the sustainable utilisation of Council funds to deliver the best possible value to the community.

The organisation itself is strong and financially viable. Through prudent and responsible budgeting, planning and financial management, Council will continue to deliver quality services to the community and replace and renew assets now and into the future, ensuring the same high level of service for each generation.

Palmerston is 'A Place for People', and Council puts our community at the centre of all we do. We take every opportunity to consult with our residents and involve them in decision making and are seeking input from you to assist in refining this draft.

I look forward to working with you, the Palmerston community, local businesses and government to see these goals come to fruition.

Athina

ATHINA PASCOE-BELL
City of Palmerston Mayor

”

MESSAGE FROM THE MAYOR

“

The City of Palmerston is in the middle of a significant growth, both socially and economically. Palmerston covers an area of roughly 52km² with our resident population increased to over 39,000. Unlike many other major communities in the Northern Territory, our population of young people and young families is growing with a median age of only 30 years. Despite the adverse global conditions, our local economy has taken a major leap to a sum of \$1.6 billion fuelling prosperity of the region. Our overall Community Satisfaction performance score has increased from last year and is currently at its highest level since 2014. I am excited to lead this organisation at a time of such great promise.

As an organisation we have put enormous effort into making sure that Council is accessible and responsive to our community during the COVID-19 pandemic. Council is conscientiously responsible for ensuring the continued delivery of municipal services to its constituency. We extended our support to local businesses and community members to help the recovery.

Our Municipal Plan focuses on ensuring future sustainability whilst delivering programs and services to deliver our vision of “A Place for People”.

2021-22 will see Council spend \$20.4 million on capital works programs including:

- Road Renewals
- Greening the City
- Stormwater Drainage
- Playgrounds and open space upgrades
- SWELL
- Zuccoli Regional Dog Park
- Connectivity Pathways
- Waste Management

We are determined to ensure current assets are kept at an acceptable condition and service level for the community's continual use. For that reason, we are attributing \$5.35M for renewals and \$12.8M for upgrades across all assets in 2021-22. Access to Council assets, parks and buildings will also be improved with \$40,000 to be spent on all ability access projects. Road upgrades and traffic safety will be improved with an investment of \$1.6M this year. Our Archer Waste Management Facility will be witnessing a major upgrade of \$1.1M in addition to a waste education program which will be rolled out this year to provide key information on recycling and waste reduction.

Over the next year, Council will be spending \$500,000 on tree planting. We will improve safety in public places with an additional investment of \$500,000 by lighting dark spots.

Following the Verge Assistance program which was a resounding success in 2020-21 with 260 residents receiving financial assistance, we have allocated additional \$40,000 for the program delivery in 2021-22.

Council has developed an Inclusive, Diverse and Accessible (IDA) Policy Framework 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 will ensure principles of diversity, inclusion and accessibility underpin how we plan and deliver programs and services with implementation commencing in 2021-22.

In addition to our popular community events, many of Council's important annual events and attractions will also return in 2021-22 such as Australia Day celebrations, Christmas in Palmerston, Brekkie in the Park and On Francis series.

We are expecting to welcome our tenth Council further to the Local Government general elections in August 2021. Council will work closely with the Northern Territory Election Commission for the conduct of local government general elections and ensure a smooth transition. The recently updated *Local Government Act 2019*, will come into effect from 1 July 2021. Council is actively reviewing the requirements under the incoming legislations to ensure good governance and compliance.

We will continue our efforts to strengthen communication and partnerships with government departments at federal and state levels, local businesses, community groups and other sectors.

It's important that Council continues to plan and prepare in a responsible and responsive manner so that our Palmerston community gets the first-class facilities and services it deserves. The Municipal Plan 2021-22 identifies how Council will work in partnership with our community over the next financial year as we work towards our vision to make Palmerston “A place for people”. I would like to thank the community for their support.



LUCCIO CERCARELLI
Chief Executive Officer

”

MESSAGE FROM THE CEO

OUR YEAR IN NUMBERS



ONLY A 2.4% AVERAGE INCREASE
WITH \$30 INCREASE TO THE
MINIMUM RATE WHICH WILL BE
PARTIALLY OFFSET BY A \$10
DECREASE IN THE WASTE CHARGE

NO SIGNIFICANT
INCREASE TO
FEES & CHARGES

\$330,000 FOR THE AUDIO
RECORDING STUDIO WITH
\$205,000 EXPECTED TO
BE EXPENDED IN 2021-22

\$80,000
PUBLIC ART
PROGRAM

\$1.6M
FOR ROADS

\$230,000
FOR THE COMMUNITY
BENEFIT SCHEME,
SPONSORSHIPS AND NT
CRICKET

\$20.4M
TOTAL CAPITAL WORKS
SPEND

FREE CITY CENTRE
PARKING FREE ENTRY TO
THE SWIMMING & FITNESS
CENTRE FOR POOL USERS

\$3.4M
FOR PARKS AND
RESERVES

\$15M
AS PART OF SWELL (SWIMMING, WELLNESS,
EVENTS, LEISURE, LIFESTYLE)

\$160,000
FOR THE ANNUAL PRE-
CYCLONE CLEAN-UP

\$1.823M
PARTNERSHIP FOR THE GRAY COMMUNITY
HALL UPGRADE WITH THE FEDERAL
GOVERNMENT

\$500,000
FOR LIGHTING DARK
SPOTS IN PARTNERSHIP
WITH THE NORTHERN
TERRITORY GOVERNMENT

\$500,000
FOR TREE PLANTING
AND WATERING IN
PARTNERSHIP WITH THE
NORTHERN TERRITORY
GOVERNMENT

A REDUCTION IN
INTEREST CHARGED
ON OVERDUE RATES
FROM 9% TO 8%

\$80,000
WASTE EDUCATION
PROGRAM

\$13.8M
PARTNERSHIP FOR CAPITAL WORKS
WITH THE NORTHERN TERRITORY
GOVERNMENT'S SPECIAL COMMUNITY
ASSISTANCE, LOCAL EMPLOYMENT
GRANT AND OTHER GRANTS

\$350,000
FOR ZUCCOLI DOG
PARK

\$1.1M
TO BE SPENT ON THE UPGRADE
TO THE ARCHER WASTE
MANAGEMENT FACILITY

**\$5.3M FOR RENEWALS
AND \$15M FOR
UPGRADES ACROSS
ALL ASSETS**

\$150,000
FOR STORMWATER
DRAINAGE WORKS

YOUR RATES

Rates, including the Waste Service Charge, for the 2021-22 financial year will be increased by a modest 2.4% with a \$30 increase to the minimum rate. This will be offset by a \$10 reduction in the waste charge. This will result in an impact of only \$20 for the year to most of our ratepayers. Council uses Unimproved Capital Value (UCV) as a basis for all rating calculations within the City of Palmerston. Over the past year the Valuer General has revised all UCV revaluations, this has impacted most properties in the municipality.

RATING ZONE	RATE ON UCV	MINIMUM RATE	CHANGE
R, RR (Excluding RR in the suburb of Marlow Lagoon) LR, LMR, MR,HR, CL,FD, PS, SP8, SP9 (<10,000m2), SP9(>20,000m2), SP10 and SP11	0.611910%	\$1,257	\$30 increase to the minimum and average increase of 2.4%
RR in the Suburb of Marlow Lagoon	0.502705%	\$1,257	\$30 increase to the minimum and average increase of 2.4%
GI and LI	0.490655%	\$1,257	\$30 increase to the minimum and average increase of 2.4%
All Other Rateable Land	0.736097%	\$1,257	\$30 increase to the minimum and average increase of 2.4%

WASTE MANAGEMENT CHARGE	2016-17	2017-18	2018-19	2019-20	2020-21	BUDGET YEAR 2021-22
Residential Kerbside Collection	\$510	\$530	\$510	\$490	\$490	\$480
Manual Service Collection (<25 units)	\$510	\$530	\$510	\$490	\$490	\$480
Upgrade to 240L Annual Service Charge	\$143	\$149	\$149	\$149	\$149	\$149
Multiple Dwelling 25 units +	\$231.50	\$240	\$240	\$240	\$240	\$240
Additional General Waste Kerbside Bin 120L	N/A	N/A	N/A	N/A	N/A	\$250
Additional Recycling Kerbside Bin	N/A	N/A	N/A	N/A	N/A	\$110
Additional General Waste Manual Bin	N/A	N/A	N/A	N/A	\$394	\$290
Additional Recycling Waste Manual Bin	N/A	N/A	N/A	N/A	\$245	\$110

OTHER CHARGES APPLY FOR DIFFERENT SERVICES. FOR MORE INFORMATION VISIT WWW.PALMERSTON.NT.GOV.AU

EARLY BIRD DRAW

Each year, Council runs a draw which gives two lucky ratepayers, who have paid their rates in full by the first instalment date, \$1,500 each. Early Bird Draw Terms and Conditions will be available in August at www.palmerston.nt.gov.au

CONCESSIONS

Council offers eligible concession holders a Rates Concession on rates. If you have any queries regarding your eligibility, please contact:

NT Concession Scheme: 1800 777 704

Palmerston Community Care Centre: (08) 8999 3344

Financial Hardship: Council offers a Rates Concession for both residential and commercial ratepayers experiencing financial hardship. To be eligible for this concession, please refer to Council's Concession Policy. Residents who are experiencing financial hardship should contact Council's Finance Team as soon as possible to discuss individual circumstances.

Council also understands that you may be experiencing difficulties in paying your account during the COVID-19 pandemic. If this is your current situation or you are experiencing any form of hardship then we strongly urge you to contact Council so together we can discuss options and/or arrange a suitable payment plan.

Council offers additional concessions and property owners can apply for more than one concession at a time. If you have any queries regarding your eligibility for any of the concessions, please contact Council's Finance Team on (08) 8935 9961 or email: rates@palmerston.nt.gov.au

ELECTED MEMBERS

The 9th Council consists of the Mayor and seven Alderman who represent the entire city (Palmerston does not have divisible wards). Residents elect their Council every four years, with the next election due on 28 August 2021. At the Ordinary Council Meeting held on 17 April 2018, Council resolved to rotate the Deputy Mayor position every five months.



MAYOR
ATHINA PASCOE-BELL

Athina moved to Palmerston in 2004 with her husband, who was in the Defence Force at the time, and bought their home in Marlow Lagoon just a few months after arriving. She is the mother of two school aged children and is currently studying towards a law degree. Prior to becoming Mayor, Athina had an extensive career in the public service and is focused on the good governance of the Council and ensuring that the right decisions are made at the right time.

Following successful development and implementation of the Community Plan, Athina's current focus is ensuring that the Council is delivering appropriate and timely services to the community. Athina has a strong belief that the way to solve issues in our community is by working together, collaboratively. To do this, she has built strong working relationships with both the Northern Territory and Commonwealth Governments.



ALDERMAN
AMBER GARDEN

Amber moved to the Territory from Queensland in 2003, and with her ever-supportive husband and purchased a property in Farrar in 2010. Amber has a deep understanding of and experience with Council processes, responsibilities, and governance, stemming from her nine years as a HR Manager in local government in the Territory. More recently Amber's experience in commercial construction and maintenance organisations focusing on WH&SE, Talent Management, HR, Finance and Office Management have allowed her to continue to provide key skills to the City of Palmerston. Amber is dedicated to improving safety, accessibility, and communications with the community to make it a liveable city for all to enjoy, and is also passionate and actively involved in animal welfare as the Chair of the Palmerston Animal Management Advisory Committee and Board Member for RSPCA Darwin.



ALDERMAN
BENJAMIN GIESECKE

Ben was born in Melbourne, but grew up in Adelaide. He moved to the Territory in 2004 to begin his career as a property professional after completing his Bachelor of Business (Property) degree. Ben bought his first home in Moulden in 2005, however he and his wife now live in Johnston. He has previously worked for two of the largest national valuation firms, but is now with one of the big four banks. He has extensive experience in the real estate market across the Territory and is also active in the local multicultural community.



ALDERMAN
DAMIAN HALE

Damian came to the Northern Territory in 1974 and has lived in Maningrida, Katherine, Darwin and Palmerston. He currently lives in the suburb of Gunn with his partner, Maria.

Damian was the former Federal Member for Solomon from 2007-2010. After almost nine years Damian resigned from the Australian Workers Union in March 2019. He is employed as an Operations Manager for a local Indigenous company, Sacred Business Services and is the Head Coach of the NT Tilers Rugby League team.



ALDERMAN
SARAH HENDERSON

Sarah is a hardworking community advocate and businesswoman who has been an active member of the Palmerston community for three decades. With her husband, she has brought up five children in Palmerston and now her grandchildren are being raised in this community. She has been actively involved in many different Palmerston community groups over the years.



ALDERMAN
DR TOM LEWIS OAM

Tom is a teacher, author and war veteran. An NT resident for 30 years, Tom served with the Australian Defence Force in the Iraq War, and now writes history books and teaches at a local high school. Tom lives in Durack. He is married with two daughters. In what spare time he has left he enjoys playing tournament chess.



ALDERMAN
LUCY MORRISON

Lucy has lived in the Northern Territory since 2008, after moving to Palmerston from Queensland. She has more than 15 years' experience in the media industry and started her career as a print journalist working for newspapers both in the Northern Territory and Queensland. Lucy then steered her career into communications, public relations and media advising. Lucy is passionate about healthy living and enjoying an active lifestyle and wants to get more youth involved in sports and local activities in the community.



ALDERMAN
MICK SPICK

Mick has lived in the Northern Territory since 2006. During his 11-year career in the Australian Army Mick and his wife Hannah bought their family home in Driver in 2016. Mick currently works in Indigenous health as an education and training officer. Mick is also a current member of local community groups which include the Palmerston RSL and Palmerston Raiders RLFC. Mick's aspiration for Palmerston is to have the most liveable, sustainable and inclusive city within the Northern Territory.



ALLOWANCES

Elected Members are provided with financial support in recognition of the significant amount of work required in representing their community. Council intends to provide the following allowances to Elected Members, in accordance with *Local Government Guidelines*.

ALLOWANCE DESCRIPTION	MAYOR	DEPUTY MAYOR	ALDERMAN
Annual Base Allowance	\$87,635.66	\$32,405.27	\$15,761.63
Annual Electoral Allowance	\$23,065.90	\$5,767.68	\$5,767.68
Professional Development Allowance	\$3,753.17	\$3,753.17	\$3,753.17
Maximum Extra Meeting Allowance	Nil	Nil	\$10,508.15
TOTAL CLAIMABLE	\$114,454.73	\$41,926.12	\$35,790.63

Aldermen are entitled to claim an Extra Meeting Allowance up to a yearly maximum as outlined in the table above and the average claimable allowance is estimated to be \$160 per meeting. Details of other entitlements for Elected Members are outlined in Council Policy "Elected Members Benefits and Support" available on Council's website.

REVIEW OF CONSTITUTIONAL ARRANGEMENTS

On 12 May 2017, following a submission from Council, the Department of Housing and Community Development informed Council that the Minister had approved increasing the number of Elected Members from seven to eight. This took effect at the 2018 General Election and these arrangements are currently suitable for Council. Council's further review of these constitutional arrangements will be undertaken in accordance with the incoming legislations.

EXECUTIVE LEADERSHIP TEAM

As per the Northern Territory *Local Government Act 2008*, Council employs a Chief Executive Officer (CEO) and delegates responsibilities to carry out the day-to-day functions of Council. The CEO is responsible for the overall administration of Council and works closely with the Elected Members to ensure Council goals and objectives are met. The CEO is supported in his responsibilities by three Directors who, with the CEO, form Council's Executive Leadership Team. Staff members operate under the CEO's direction across four key areas: Office of the Chief Executive Officer, City Growth and Operations, Lifestyle and Community, and Organisational Services.

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OUR PEOPLE

The City of Palmerston is committed to attracting and retaining a diverse and talented workforce by offering competitive remuneration and opportunities for personal development.

The new Enterprise Agreement in December 2020 gives our employees a clear set of benefits and conditions, such as enhanced recreational and parental leave entitlements, salary sacrifice options, employee assistance programs and discounted health insurance.

Council is committed to creating teams that support each other and delivering services efficiently and flexibly, resulting in personalised customer experiences for our residents.

Our strong focus on culture, values and behaviours that support the delivery of the Community Plan ensure council is trusted by the community. These values are set out in our Code of Conduct for employees. They are:

- **teamwork**
- **commitment and accountability**
- **sustainability and self-sufficiency**
- **quality resources**
- **a culture of continuous improvement.**

In accordance with section 101 of the *Local Government Act 2008* (the Act), the City of Palmerston directly employs a Chief Executive Officer who is ultimately responsible for the employment of all staff, in accordance with Council's approved Staffing Plan.

The Staffing Plan for 2021–22 allows for 96 permanent employees who operate under the CEO's direction and are divided into our four business areas:

- **Office of the Chief Executive**
- **Lifestyle and Community**
- **City Growth and Operations**
- **Organisational Services.**

These 96 positions are the equivalent of 89.55 full-time staff (known as full-time equivalents, or FTEs). This does not include casual staff or limited tenure positions of 12 months or less. At last year's budget, the FTE was at 88.35. Additional 1.2 FTE will be created in 2021–22 to support projects and opportunities within Council's Long Term Financial Plan, Municipal Plan and Community Plan.

Short-term projects and vacancies can temporarily change the actual number of FTEs during the financial year.

The total budget for employee costs for 2021–22 is \$10.9M, which includes wages, superannuation and training.

OUR PERFORMANCE

HOW WE MEASURE PERFORMANCE

Each year, Council conducts a community satisfaction survey to learn about our performance.

We've used a community survey method since 2012, and a 2019 review identified potential improvements, leading to a new format. The most recent survey, in September 2020, assessed Council's performance against the Community Plan objectives, used a simpler scoring methodology and allowed for more detailed respondent feedback.

KEY FINDINGS FROM THE 2020 SURVEY

Overall performance

- Council's overall performance score increased to 6.77/10 (up from 6.56 the previous year)—its highest level since 2014.

Highest performing services

- providing libraries and library services to the community (8.27/10)
- kerbside waste collection (8.33/10)
- providing and maintaining the Archer Waste Management Facility (7.87/10).

Most significant achievements

- creating more green spaces (19%)
- improved quality of roads/footpaths (11%)
- increased lighting (10%).

Only 11% of respondents couldn't think of a particular council achievement or outcome that was important to them—as opposed to 49% the previous year. This suggests a significantly increased level of communication with the community.

KEY ISSUES

- When asked what the most important issues are in the local area, more than half of respondents named crime and safety issues (55%).
- The two most important issues to the Palmerston community are crime/safety and addressing antisocial behaviour, and maintaining/increasing green spaces.
- Positively, when asked to consider Council's achievements over the past year, residents' most common response was Council's achievements in delivering more green space.

Source: City of Palmerston's 2020 Community Survey

The next survey will be conducted in September 2021. The results will be published in our 2020–21 annual report.



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FAMILY AND COMMUNITY

PALMERSTON IS A SAFE AND FAMILY-FRIENDLY COMMUNITY WHERE EVERYONE BELONGS.

OBJECTIVES:

- We focus on families
- The wellbeing of our community is a focus for all our work

WE FOCUS ON FAMILIES

Our strategies to support achieving this objective are based around understanding our community's needs, providing engaging and relevant community activities, and empowering our youth to engage and succeed.

We are committed to creating a vibrant and inclusive community with opportunities for all families to enjoy everything Palmerston has to offer.

In 2021–22, Council will host a wide range of community events, including many fun family activities.

Vibrant evening events, such as the 'On Frances' series (laneway street party) and Theatrical Nights (outdoor performances), are planned to continue during the dry season. The FlickNics program will again showcase a variety of movies in Goyder Square and this year expand to include the grounds of the Durack Community Centre. The popular Sanctuary Sessions live music events will also be renamed 'Live at the Lake' and incorporate performances at Sanctuary Lakes as well as at the Durack Community Centre. This will give local families more opportunities to enjoy a night out in Palmerston at many venues.

Many of Council's important annual community events and attractions will also return in 2021–22 such as: Australia Day celebrations and Christmas in Palmerston. Following the popularity of 2020's spectacular Christmas Wonderland, we also committed to another year of Christmas activities in Goyder Square and throughout the Palmerston municipality in the lead up to the holiday season. Our commitment to significant community events and activities such as the ANZAC Day ceremony, Seniors Month programs and Children's Week extend our support throughout the community.

We will continue to run youth-friendly events and programs throughout the year, including a reimagined and rescheduled Palmerston Youth Festival. The 2021 Palmerston Youth Festival

promises to be jam-packed full of activities, including the annual Geekfest, comedy and cooking events, gaming and more. Local youth have been involved in developing the program and will help deliver it.

In 2021–22, Council will deliver the SWELL project (Palmerston Pool upgrade), which is part of our strategic vision to provide Palmerston residents with a contemporary and family friendly, water and lifestyle precinct. The proposed upgrades will include a purpose built learn to swim and wellness program pool and family-friendly activity features for all ages and abilities, as well as an adventure play zone unlike any others in the Top End.

Council will continue to provide and support school holiday activities and youth events to celebrate National Families Week, NT Youth Week and other significant focus events. We will also work with youth support organisations on activities for young people in Palmerston. This will include hosting sport sessions at the Palmerston Recreation Centre, creating a safe hub for our young people and providing diversionary activities for at-risk youth.

City of Palmerston Library will continue its usual high-quality free services and programs to users of all ages. These programs are designed to engage and entertain our community, improve child and adult literacy, support all forms of learning, and encourage participation in free technology so people can upskill, develop and connect. Innovative community outreach methods developed in response to social distancing requirements have been adapted and absorbed into long-term deliverables, further enhancing our community services. Two 'Anytime Libraries' book vending machines were also introduced during the year, making it easier for the community to access their library.

The City of Palmerston provides engagement opportunities for many community-led activities through use of Council venues such as the Palmerston Recreation Centre, Palmerston Library, Gray Community Hall, Driver Family Resource Centre and the Palmerston Swimming and Fitness Centre.

Council also offers all pool users free entry to the Palmerston Swimming and Fitness Centre, and free drop-in activities for youth at the Palmerston Recreation Centre.

THE WELLBEING OF OUR COMMUNITY IS A FOCUS FOR ALL OUR WORK

Our strategies to support achieving this objective are based on working closely with the community and our service providers to make the right decisions.

Council is investing \$660,000 in refurbishing Tiverton Park, Moulden. Concept designs for the playground were developed in collaboration with Moulden Primary School.

Works for the park will begin in July 2021 and will include a 2-meter-high flying fox and an interactive digital climbing frame.

The annual program of playground renewals and refurbishments will continue in 2021–22, guided by the upcoming Play Space Strategy. This Council strategy is being developed with extensive community input and will ensure playground investments are sustainable, equitable and meet the varying needs of the community.

Council will work closely with the Northern Territory Government (NT Government) to plan and prepare for the present and future needs of the Palmerston community. Council has been a key contributor to the City of Palmerston Area Plan, a document that guides future social capital investments for the city. We actively engaged with the NT Government in the plans development to ensure Palmerston's community needs were appropriately represented.

Our collaboration with the NT Government is also evident in the development of the Mitchell Creek Operations and Feasibility Plan. This plan covers the Mitchell Creek catchment area, including the Palmerston escarpment, which is co-managed by Council and the NT Government. It looks at increased activation through ecotourism opportunities and improved environmental management. Ultimately, the plan will result in improved social infrastructure that will allow the community to take advantage of Palmerston's natural assets.

The 'Hooked on Palmerston' fishing competition will continue in 2021–22; another way for the community to get out and enjoy Palmerston's great outdoors.

Healthy, active communities are important, and we are committed to giving residents opportunities to develop healthy habits through our programs and initiatives. Wellbeing is more than physical health; it also encompasses mental, emotional and social health factors.

Council's Palmerston Recreation Centre and the facilitators that operate there offer affordable, accessible programs and activities for the whole community. Council offers in-kind support for the groups and activities using council venues.

Our partnerships with the NT Government, local clubs, volunteers, service providers and other organisations continue to provide opportunities for all ages to be active and healthy.

Our new 'How to Adult' program will help young people with life skills as they transition from school into independent living, with topics like self-care, managing money and healthy eating.

The Activate program gives Palmerston residents low-cost access to a range of physical activities to socialise and improve their physical and mental health. The Council-sponsored Youth Drop-In Sports and Council's School Holiday program also supports and engages young people and those at risk. The return of 'Brekkie in the Park' encourages residents to get out into Palmerston's many parks for a healthy breakfast and social connection.

In 2021–22, Council will continue our Palmerston Safe Communities Committee to strengthen communication and partnerships with government departments, Northern Territory Police, local businesses, community groups and other sectors. Council also contributes to building a safer community through promoting connection through events such as Neighbour Day and Parks Week.

MEASURES OF SUCCESS

These measures are indicators of our success in achieving these two objectives:

- an increase in the number of people attending Council events and engaging in community activities
- reduced crime rates – specifically a reduction in alcohol-fuelled violence
- increased partnerships in place between Council and other levels of government that seek to address crime
- increased accessibility of Council facilities and resources for community activities for all members of our community.

VIBRANT ECONOMY

PALMERSTON IS A DESTINATION CITY FOR EMPLOYMENT. IT IS A PLACE WHERE BUSINESSES ARE ENCOURAGED TO SET UP AND TO GROW.

OBJECTIVES:

- Improve Palmerston's image
- Palmerston's economic future is bright

IMPROVE PALMERSTON'S IMAGE

Council is committed to ensuring that Palmerston remains 'A Place for People' and will continue to enhance the image and brand of Palmerston.

Our strategies to support achieving this objective are based around strengthening the image and brand of Palmerston, and promoting the ethos of employ local, buy local.

Our ongoing projects, initiatives and proposed projects developed to support our region's future growth and direction, contain several key social infrastructure projects which will aid to deliver:

- more open space and family friendly facilities
- greater lifestyle choice, especially for youth
- local jobs
- tools to fight crime and anti-social behaviour
- Smart City opportunities
- lower energy costs and a reduction in carbon emissions
- an increase in our urban forest.

Delivery of these projects, in conjunction with the Federal and Northern Territory Government, will attract people to live, shop and work in our community.

Council's brand and image are consolidated further by the provision of quality, timely, relevant communications. Council will also communicate strongly to the community about the investment it makes in supporting our community, particularly the not-for-profit sector, as well as investment in infrastructure and other developments.

Council is forecasting to spend \$20.4 million on renewals, upgrades, and new infrastructure over the 2021-22 year.

As a significant employer and investor, Council will continue to ensure that it supports local businesses, with every effort made to utilise local suppliers and to ensure that local businesses and industries are given an opportunity to participate in tender or quotation processes. In the last financial year, until March 2021, 84% of Council expenditure occurred in the Top End, resulting in \$50 million being spent locally. A local supplier criterion weighting of at least 20% is applied to the assessment process to ensure value-for-money to Palmerston from procurement activities. Local businesses still need to be competitive and present value for Palmerston, including how they deliver local benefits.

Over the coming year, Council will further engage with local businesses to raise awareness of vendor opportunities.

PALMERSTON'S ECONOMIC FUTURE IS BRIGHT

Our strategies to support achieving this objective are based around building and encouraging a well-planned, sustainable economy that involves youth, entrepreneurs and our wider business community.

Council recognises the importance of supporting development, including by the delivery of infrastructure, while building an identity for Palmerston. We'll continue to ensure the community is involved in decision-making by reviewing development applications and providing comment to the NT Government on the community's behalf.

The global economic slow-down due to COVID-19 affected Palmerston businesses, families and individuals. Council aims to resume our supporting events and activities to attract people to the city to support our local businesses and increase employment and business occupancy rates.

In 2020, we offered free timed parking in the Palmerston city centre to the community to encourage people to visit the city and support local businesses. Free parking was later extended to all-day parking to further encourage shoppers to use city-centre businesses and services. We also initiated several projects to help local businesses and service providers with increased promotion and vendor opportunities in the lead up to the pandemic slowdown. In 2021-22, Council will continue to offer free parking to maximise local shopping and support our local businesses.

We will continue our ongoing sponsorship of community events and groups, including the NT PGA golf tournament, which brings more significant economic benefit to our local businesses. Our funding of environmental initiatives and graffiti removal and new public art programs further enhances the city's amenity and attractiveness.

Council has created several opportunities for youth involvement in the planning, development and delivery of events and activities for their peers. These initiatives allow for consultation and commitment from our community and upskill and enable career pathways for individuals. We aim to resume community initiatives such as pop-up dining to support entrepreneurial locals.

MEASURES OF SUCCESS

These measures are indicators of our success in achieving these objectives:

- The people of Palmerston choose to shop locally.
- Occupancy rates are higher – retail shop spaces are full.
- Employment rates increase.
- The population of Palmerston is growing (families stay).
- More tourists visit Palmerston.
- More funds are available for Council to invest in the community
- An increase in businesses located in Palmerston and commitment from Council to ensure local businesses and industry receive the support they need to grow and prosper. This is measured through the community satisfaction survey.



CULTURAL DIVERSITY

IN PALMERSTON, WE CELEBRATE OUR CULTURES IN A WAY THAT VALUES OUR DIVERSITY.

OBJECTIVES:

- To celebrate our rich culture and diversity
- Recognise and support diversity through our partnerships and leadership

OUR CULTURAL DIVERSITY

Our strategies to support achieving this objective are based around developing a culture and diversity plan and taking every opportunity to recognise and celebrate our cultural diversity and heritage.

Cultural diversity occurs when population differences are well represented within a community. These differences include race, ethnicity, age, ability, language, nationality, socioeconomic status, gender, religion and sexual orientation. Culture gives us our identity; cultural diversity enriches us all.

Council has developed an Inclusive, Diverse and Accessible (IDA) Policy Framework to ensure principles of diversity, inclusion and accessibility underpin how we plan and deliver programs and services. The framework includes creating an updated Disability Inclusion and Action Plan, Youth Inclusion and Action Plan, Reconciliation Action Plan, and Family, Seniors and Children Plan for Palmerston. The IDA Framework was 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.

Council celebrates our residents' final step in the journey to become an Australian citizen with several citizenship ceremonies throughout the year. In 2020–21, 218 people became Australian citizens in Palmerston. With Palmerston being a population growth area, that number is expected to increase in 2021–22.

Council is committed to growing and supporting local cultural events, and we have increased our efforts to support these now pandemic restrictions have eased.

Palmerston celebrates our cultural diversity with multiple events throughout the year. Events we plan to run or support in 2021–22:

- Pride Festival – we will celebrate and partner with our LGBTIQ+ community in this colourful laneway event on Frances Drive in May 2022.
- Multicultural Festival – an opportunity to learn about and celebrate our diverse cultures at this vibrant festival planned for June 2022.
- Harmony Day – we welcome and support refugees and celebrate cultural and religious diversity in our community on Harmony Day in March 2022.
- NAIDOC Week – celebrating the history, culture and achievements of Aboriginal and Torres Strait Islander people. This year, we will mark NAIDOC Week in July 2021 by commissioning new works by local Aboriginal artists for permanent exhibition around Palmerston.
- International Women's Day – we work with a consortium of diverse Palmerston women to support events celebrating women, in March 2022.
- Palmerston Youth Festival – we will partner with the Northern Territory Government to deliver a dedicated series of events in July 2021 for Palmerston's young people.
- 'On Frances' series – we will again partner with local businesses to host this series of entertaining, licensed events in Palmerston's favourite 'laneway'.

The Palmerston Library will continue to offer Drag Queen Storytime and Bilingual Storytime, popular and innovative programs that promote inclusivity and celebrate our cultural diversity.

Expansion of the Durack Community Centre program will include more creative and cultural art-based programs and activities for the community to participate in, including regular art exhibitions and an artist-in-residence program.

RECOGNISE AND SUPPORT DIVERSITY THROUGH OUR PARTNERSHIPS AND LEADERSHIP

Our strategies to support achieving this objective are based around building on our strong partnerships with our diverse community and incorporating varied perspectives in all our planning and decision-making.

OUR ONGOING COMMITMENT IS TO SUPPORT AND FOSTER STRONG COMMUNITY PARTNERSHIPS

We will continue our partnership with Litchfield Council to provide library services to their community.

Council actively supports community organisations and groups to deliver community initiatives, programs and events that benefit the Palmerston community. In 2020–21, we awarded more than \$110,000 in Community Benefit Scheme (CBS) grants, donations and sponsorships. In 2021–22 \$20,000 will be allocated to assist environmental initiatives in the community. We also provided more than \$40,000 of in-kind support by way of free venue hire, which included spaces for groups to offer events, activities and programs to the community.

One category of CBS support is to financially support individuals and teams representing Palmerston, the Northern Territory or Australia, which is again proving popular since the easing of travel restrictions.

We will continue to work closely with the Palmerston Seniors Advisory Committee (PSAC) and facilitate opportunities for local seniors to give us feedback to assist Council to meet its community Plan objectives. Redevelopment of Gray Community Hall, an initiative prompted by PSAC, will benefit many community groups, organisations and community members.

We will continue our work with community groups and schools to celebrate and recognise culture and diversity. We recognise the efforts of exceptional young people in our community by providing funds for annual school community awards, as determined by each school.

Council will continue to support the Rural and Palmerston Markets and will expand our vibrant multicultural street food culture through pop-up dining opportunities around Palmerston.

MEASURES OF SUCCESS

These measures are indicators of our success in achieving this outcome:

- Council consults with and includes the needs of all people in our programs and planning using a mechanism we've agreed with those communities.
- Fostering and promoting arts and culture in our community and awareness and promotion of our local history are both improved.



A FUTURE FOCUS

PALMERSTON IS AN INNOVATIVE CITY THAT CAN SUSTAIN ITSELF THROUGH THE CHALLENGES OF THE FUTURE.

OBJECTIVES:

- We support and foster innovation
- Infrastructure is fit for purpose

COUNCIL AGENDA Attachment 13.2.3.1

WE SUPPORT AND FOSTER INNOVATION

Our strategies to support achieving this objective are based around developing our people and encouraging innovative thinking. Embracing change has helped us to keep delivering services and support the community throughout the pandemic.

INNOVATIVE PROJECTS WE CONTINUE TO DELIVER IN 2021-22 INCLUDE:

- The Smart Technology program, which provides the community with new, smart technology to improve the liveability and sustainability of our city.
- The new recording studio in the Palmerston Library, which offers low-cost, high-quality rehearsal and recording space for the community.

Expansion of library services to include two new state-of-the-art 'Anytime Libraries' book vending machines at the Palmerston Swimming and Fitness Centre and the Zuccoli IGA. Library members can borrow and return items using these machines without having to go to the main library.

In 2020-21, Council developed asset management plans for all major asset classes. These plans are a guidance tool to ensure we can meet current and future infrastructure needs in a sustainable way. We expect to reach significant milestones in asset management in 2021-22, including innovative upgrades to Council's asset management system to a cloud-based system, condition surveys and revaluations of open space and stormwater infrastructure, and expanding the asset rich open data hub for the community.

INFRASTRUCTURE IS FIT FOR PURPOSE

Council develops and maintains strategic programs for capital and maintenance works that are designed to prioritise expenditure and deliver the most beneficial outcomes for the community.

We will continue to improve pathway network connectivity and pedestrian safety in 2021-22 with \$300,000 to be spent on new pathways, \$200,000 on pathway replacements and \$50,000 on laneway renewals. Access to Council assets, parks and buildings will also be improved with \$40,000 to be spent on all ability access projects.

We will continue to upgrade lighting in public places in 2021-22 with an investment of \$500,000 on identified dark spots. This will improve safety and reduce electricity consumption, contributing to both financial and environmental sustainability.

Council is working to secure a crown lease from the Northern Territory Government in Zuccoli to deliver a community hub and maintain the Mitchell Creek corridor for conservation and passive recreation purposes. Council will be undertaking further consultation with the public on its proposed concept design however Council expects to deliver a regional dog park in the first stage at the site in 2021-22.

Council's SWELL project (Palmerston Pool upgrade) is an iconic project for Palmerston with the construction period spanning the 2021-22 year. An independent Economic and Social Impact Analysis Report identified that SWELL operationally will generate in the order of 350,000 annual visitations, \$3.5 million indirect expenditure, and 20 direct on-going full-time jobs.

Council buildings provide numerous valuable services to the community. In 2021-22, we will invest some \$366,833 on building maintenance. Stormwater safety and functionality will be improved with the investment of \$150,000. Road upgrades and traffic safety will be improved with an investment of \$1.6M in these areas.

To ensure our playgrounds are fit for purpose, Council is developing the City of Palmerston Play Space Strategy. This strategy provides a strategic, equitable and sustainable approach to playground renewals, ensuring all ages and abilities are catered for. The strategy will be implemented in 2021-22.

Stage 1 of the Archer Waste Management Facility refurbishment will start in 2021-22 to ensure it is fit for purpose and future proofed for generations to come. The facility is a key community asset, with up to 300 users each day. The project will include installing best practice waste management infrastructure and will cost around \$2.3 million to complete over three years. \$1.1M will be spent in 2021-22 of which \$400,000 was funded out of the Priority Infrastructure Fund. The upgrade will result in improved safety for our users and improve access to recycling drop off.

Palmerston has high growth rates through its new southern suburbs, and the City of Palmerston is committed to effective and responsible city planning that balances residential and commercial needs. Through growth comes an increased asset base for Council to manage. In 2021-22, we expect to receive an estimated 1km² of developed land, 140 lots, 1.5km of roads, 1.5km of paths, 1.5km of stormwater infrastructure and 5650m² of open space. These assets will be incorporated into the asset register for budgeting, operational maintenance and future asset management planning.

Although Council has a young infrastructure asset base, we are determined to ensure current assets are kept at an acceptable condition and service level for the community's continual use. For that reason, we are attributing \$5.35M for renewals and \$12.8M for upgrades across all assets in 2021-22. An additional \$2,240,693 is budgeted for the development of new assets.

To ensure Council's assets continue to reach their expected lives, we have budgeted \$28M for regular maintenance and operational activities such as road patching, building repairs, mowing lawns, waste management, cleaning streets, irrigation repairs, utilities and lights.

Maintaining and replacing Council's irrigation infrastructure is also planned for 2021-22 at a cost of \$300,000 which will facilitate replacement of aging irrigation infrastructure across the Municipality. Our irrigation systems are located across 240ha of open space and maintain the amenity of more than 60 parks. A staged replacement programme (starting with the worst performing systems) is anticipated to result in operational savings for Council. Savings are expected to be realised by reducing requirement for repeated attendance to repairs and maintenance. Asset renewal also resolves undetected inground leaks leading to reduced water usage and potentially eliminating excessive water bills.

MEASURES OF SUCCESS

These measures are indicators of our success to achieve this outcome:

- Council consults with and includes the needs of all people in its programs and planning using a mechanism it has agreed with those communities.
- Fostering and promotion of arts and culture within our community and the awareness and promotion of our local history is improved.

ENVIRONMENTAL SUSTAINABILITY

PALMERSTON IS AN ENVIRONMENTALLY FRIENDLY, LIVEABLE CITY THAT PROMOTES RENEWABLE PRACTICES AND SUSTAINABILITY.

OBJECTIVES:

- Reduce our footprint on the environment
- Palmerston is a cool, shaded, green city
- Encourage personal action and taking a leadership role

Mitchell Creek discharges into the larger Elizabeth River. It is the natural drainage system for the Palmerston Escarpment east of the City centre.

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COUNCIL AGENDA Attachment 13.2.3.1

REDUCE OUR FOOTPRINT ON THE ENVIRONMENT

Council continues its commitment to reducing its environmental impact.

The 2021–26 City of Palmerston Sustainability Strategy provides mechanisms to ensure sustainability outcomes are embedded in our decision making. This strategy will improve the sustainability of our operations, which in turn will influence sustainable living practices in the community. The strategy includes high-level objectives around the four common pillars of sustainability (such as governance), economy, environment and community. Council-specific sustainability indicators were developed to assess our achievement of these sustainability objectives, with targets and actions to implement it.

One example of the sustainability actions we will undertake in 2021–22 is tracking all electricity and water use through a data management company, which will identify high-consuming facilities. These buildings will then be incorporated into a \$150,000 capital improvements program to increase water and electricity efficiencies. Initial scoping for the program proposes the installation of solar panels at the Driver and Durack community centres, retrofitting older buildings to include LED lighting, and investigating options to harvest and reuse storm water.

The irrigation infrastructure program for 2021–22 will also result in a significant improvement in water efficiency. The recent audit of irrigation assets investigated system usage, with a review and modification of irrigation run times for each park. This review, along with the \$300,000 to be spent in system upgrades, aims to achieve up to 25% reduction in water use for irrigation in 2021–22 without compromising the high amenity of our open spaces.

THE PALMERSTON LAKES MANAGEMENT PLAN, COMPLETED IN FEBRUARY 2021, WILL BE IMPLEMENTED IN 2021–22.

Outcomes from the Lakes Management Plan proposed for delivery in 2021–22 include a revised vegetation management program for weed harvesting, continuing the quarterly water quality monitoring program, developing an irrigation management plan and reviewing and implementing sediment control measures.

PALMERSTON IS A COOL, SHADED, GREEN CITY

Council's greening of the city will continue in 2021–22 with \$500,000 to be spent on tree planting. Tree planting programs will be coordinated through a 'Greening Plan', which will look at mitigating known heat sinks, improving connectivity between public open spaces, improving the 'walkability' of our main transport links and increasing urban biodiversity across the municipality.

Trees will also be planted in natural areas as part of this program, including areas in Marlow's Lagoon and the Palmerston Escarpment. This will increase fauna habitat, reduce erosion, aid carbon sequestration and increase canopy cover. This natural area tree planting program will be supplemented by an extensive gamba grass management approach, reducing the fire risk for properties that back on to bushland.

ENCOURAGE PERSONAL ACTION AND TAKING A LEADERSHIP ROLE

Council's Verge Assistance program will continue in 2021–22 with \$40,000 allocated for delivery. This program provides the materials for residents to green their verges. The program was a resounding success in 2020–21, with 260 residents awarded financial assistance.

COUNCIL WILL CONTINUE TO PROVIDE WAYS FOR THE COMMUNITY TO RECYCLE THEIR WASTE IN 2021–22.

The renovated Archer Waste Management Facility will have a dedicated recycling shed, which will encourage and enable people to separate their waste to allow for greater recycling.

Kerbside collection of household recyclable material will continue, with a new bin tagging program giving residents clear information on when their bins contain 'contaminated' rubbish.

The pre-cyclone clean-up will be offered to residents again in 2021–22 as part of the residential Waste Service Charge. The recycling component of this service will be advertised extensively, encouraging residents to separate their hard rubbish into recyclables.

These programs will be presented to residents in a Waste Services Guide, which provides tips on best practice recycling.

We acknowledge the support received from Northern Territory Government in the form of grants, to help us assist in delivery of waste services program.

MEASURES OF SUCCESS

These measures are indicators of our success to achieve this outcome:

- The level of recycling/proportion of rubbish recycled is increased.
- A decrease in littering.
- Increase in canopy coverage (percentage of areas shaded by trees).
- Reduction in businesses using packaging and wrapping.
- Performance in actively protecting and enhancing the environmental assets and infrastructure of the City of Palmerston, while supporting local businesses and industry in sustainable land use is improved.
- Performance in committing to effective and responsible city planning that balances and meets residential and commercial needs in our community is improved.



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GOVERNANCE

OUR STRATEGIES TO SUPPORT ACHIEVING THIS OBJECTIVE ARE BASED ON USING EFFECTIVE, ACCOUNTABLE AND ADAPTABLE PROCESSES TO DELIVER ON OUR COMMUNITY PLAN.

OBJECTIVES:

- Ensure we have a leading governance model
- Community is at the centre
- Healthy working partnerships

COUNCIL AGENDA Attachment 13.2.3.1

ENSURE WE HAVE A LEADING GOVERNANCE MODEL

As a dynamic, multi-disciplinary organisation, the City of Palmerston delivers, facilitates and coordinates activities using modern, innovative and contemporary methods that consider public and political implications.

Last year, we introduced a Governance and Strategy division to manage our strategic and operational direction. The division's role is to promote Council's vision to meet community expectations, deliver organisational key performance indicators and maintain accountabilities in line with the Community Plan.

We will continue to run training for our team to ensure effective delivery of the six outcomes in the Community Plan. In 2021–22, Council will offer training to elected members and staff on governance, reporting and compliance requirements in accordance with the incoming *Local Government Act* and Guidelines.

In 2021–22, Council will review our Strategic Risk Register, which was developed in consultation with KPMG. This register identifies and rates the major strategic risks to Council and controls that could be put in place to help mitigate them. Also, it sets the direction of internal audits to be undertaken. In 2021–22, we will audit our policy framework, human resource management systems, data analytics and reporting. This information will be reported back to Council through the Risk Management and Audit Committee, ensuring transparent oversight of our operations.

In 2021–22, we will develop a new Digital Strategy to take advantage of new technology and become a data-driven organisation, which will help improve the liveability of our city. The previous Digital Strategy provided direction for the implementation of our Smart Cities projects and its benefits, which were delivered to the community.

We will launch several large projects in 2021–22. To ensure transparency and fairness in procurement and governance for these projects, independent experts will prepare and ensure appropriate probity processes are in place. The procurement process will be fair, equitable and transparent for all applicants. With a review of the Procurement Plan and the tendering procedure, a new procurement procedure and training for procurement staff, we continue to focus on a culture of transparent and fair buying processes.

Council continues to update all our policies in line with the requirements under the new *Local Government Act 2019*. A Policy Revision Plan was drafted to monitor the review of existing policies and implementation of new policies required under the incoming Act within the stipulated timeframe.

Council reviewed its insurance strategy to enhance understanding of City of Palmerston's current insurance program and identify potential gaps or enhancements. We will use these reviews to create a City of Palmerston Insurance Program Strategy for 2021–22 and beyond.

The COVID-19 pandemic introduced new challenges that called for a measured, practical and informed approach. In response, we established a Business Continuity Plan to minimise disruption of operations and maximise the safety and wellbeing of staff. In 2021–22, the Business Continuity Plan will assess changes implemented during the pandemic and which changes should be adopted for good, ensuring risks are appropriately managed.

In 2020–21, council implemented a meeting management system to streamline meeting procedures and reduce meeting paper use. In 2021–22, we will improve our management processes to enhance the efficiency in managing contracts, deliverables, deadlines, and contract terms and conditions.

COMMUNITY IS AT THE CENTRE

Our strategies to support achieving this objective are based on using all methods possible to include the community in all aspects of council business.

Palmerston residents can participate in council's decision-making in several ways:

- Council meetings are open to the public to attend. Ordinary Council Meetings are generally held in Council Chambers on the first and third Tuesday of every month. A 30-minute public forum before the meeting encourages the community to discuss any issue with Council in an informal environment. Members of the community can also lodge written questions to be answered in Council meetings.

- Council updates are communicated through our website and social media channels such as Instagram and Facebook. Residents have the opportunity to engage with Council through these platforms.
- Council seeks to involve the full diversity of Palmerston residents and will ensure they are engaged through several different tools, approaches and processes that are inclusive to their needs. Council will continue to advertise and provide public consultation in excess of its legislative requirements, to ensure the community has every opportunity to participate.
- Each year, Council conducts a Community Satisfaction Survey to gauge feedback from the community on how Council is performing through a series of questions aimed around the services Council provides. It is an opportunity for the community to provide feedback on the things which matter to them.
- We aim to maintain a high degree of community involvement by delivery of clear and effective communication, working to identify and overcome concerns and barriers to involvement and actively seeking commentary and feedback. Developing the skills, confidence, and knowledge of the public in community matters, and evaluating engagement outcomes, will ensure we continue meeting the requirements of national standards and improve future Council projects.
- Council has a strong record of listening to its residents. In 2020–21 Council undertook several major community consultations including for the SWELL project, *Animal Management By-Law* review and the Gray Community Hall redevelopment. Council will continue to gain its community's view through meaningful consultations commencing in 2021–22 with the Zuccoli Community Hub proposal.

HEALTHY WORKING PARTNERSHIPS

Our strategies to support achieving this objective are based on maintaining our strong partnerships and networks both internally with our staff and externally to achieve the best outcomes for Palmerston residents.

Our projects plan identifies six major initiatives to support the growth of Palmerston over three years. We will work with other levels of government in 2021–22 to deliver several important projects:

- The Youth Festival will see the NT Government and Council work in partnership to organise and host events and activities over six days. Palmerston youth aged 9 to 17 are the target participants of this exciting event, which features visual and performance arts, home economics, sport and recreational activities.
- Council continues to facilitate diverse community collaboration and communication networks and advisory groups. Advisory groups include Youth Inspiring Palmerston (YIP), Palmerston Animal Management Advisory Committee (PAMAC), Palmerston Seniors Advisory Committee (PSAC) and Palmerston Australia Day Awards Selection Panel. Networks include Palmerston Safe Communities Committee (PSCC), Palmerston Kids Network (PKN) and Palmerston and Rural Youth Services Network (PARYS).

Council is looking forward to establish the City of Palmerston Inclusion, Diversity and Accessibility Community Advisory Committee for the efficient implementation and monitoring of the Inclusive, Diverse and Accessible (IDA) Policy Framework.

These groups continue to advocate for the interests of sectors of the community and provide a direct link for the community to Council's decision-making processes.

In 2021–22, we will continue to invest in our staff through group and individual training and professional development.

MEASURES OF SUCCESS

These measures are indicators of success for objectives:

- The community is satisfied that Council values and encourages their participation in Council activities and is committed to delivering the highest possible levels of service and community engagement.
- The community is satisfied that Council has the right systems and processes in place to deliver services to the community.
- The community is satisfied that council values its people and the culture of our organisation.
- The community is satisfied that Council shows corporate and social responsibility, ensures the sustainability of assets and services, and plans effectively, reporting performance to the community.

OPPORTUNITIES AND CHALLENGES

SUPPORTING THE GROWTH OF OUR COMMUNITY

Palmerston is a young community, with a median age of 30 and many families. The second largest city in the Northern Territory, Palmerston is a regional hub with a promising future. Rapid population growth coupled with a young demographic presents Council with the challenge of growing and renewing essential family-friendly infrastructure for Palmerston and surrounding communities.

Positioning itself as the 'Family Capital of the Northern Territory' and 'A Place for People', Council will continue to implement major initiatives to support this growth.

ONGOING PROJECT INITIATIVES:

- SWELL (Swimming, Wellness, Events, Leisure, Lifestyle) – revitalising the Palmerston Swimming and Fitness Centre
- Liveable Cities – cooling and greening the city
- It's Always Brighter – implementing solar and renewable energy initiatives to create a clean, green and energy-neutral community.
- Zuccoli Dog Park

CAPITAL WORKS PROJECTS:

- Marlow Lagoon dog park
- Palmerston Library music and recording room.
- Where we Live Matters – supporting our growing community by developing new community facilities and amenities
- Gray Community Hall redevelopment

COMPLETED PROJECTS AND INITIATIVES:

- Smart Cities – focussing on using smart technology to make our community safer and more liveable
- Making the Switch – installing smart LED lighting to create a safer and more sustainable environment for the community.

These projects complement the ongoing replacement and renewal of existing social and physical infrastructure such as footpaths, playgrounds, community facilities and road network.

In line with the 2020 community survey, our community values our work in providing libraries and library services to the community, kerbside waste collection, and providing and maintaining the Archer Waste Management Facility.

Over the next 10 years, Council will spend \$93.3M, inclusive of Council Projects. The Long-Term Capital Plan will continue to be refined and improved, including the finalisation of Asset Management Plans.

SAFER COMMUNITIES

Our customer satisfaction survey in 2020 revealed that the most important issue to the City of Palmerston community are crime/safety and addressing antisocial behaviour. While Council does not have the authority to act or investigate crime, we have embarked on a series of projects to improve safety and reduce antisocial behaviour.

To strengthen Palmerston's position as a safe and inviting place to live, the smarter cities project has increased the number of high-definition cameras and the available Wi-Fi technology. This has allowed us to assist NT Police in monitoring and responding to criminal and antisocial behaviour. 'Making the Switch' has improved public safety by providing brighter, better focussed light and improved the reliability of the public lighting network.

In 2021–22, Council will also continue to work with the NT Government to provide programs that support and engage young people seen to be at risk of offending. These include the Youth Drop-In Sports program, school holiday and Library programs. The Palmerston Swimming and Recreation Centre will undergo substantial redevelopment, which includes the new Palmerston Youth Centre, to offer better facilities to at-risk youth.

Council is committed to proactive initiatives to promote responsible animal management in the Palmerston area. Some of our most effective methods are outreach events where Council staff and elected members attend major community events and promote key messages around dog registration, microchipping and de-sexing. This includes offering free microchipping events, distributing dog leads and toys, and running community information campaigns. We run these activities not just in Palmerston but across the Top End because we recognise that members of the Palmerston community attend events outside our municipality and people may move to Palmerston too.

COUNCIL AGENDA Attachment 13.2.3.1

FINANCIAL SUSTAINABILITY

Council's Long-Term Financial Plan, reviewed annually, demonstrates that Council's financial position is improving every year, with the operational deficit decreasing from \$4.9M in 2019–20 to \$2.8M in 2030–31 (<https://www.palmerston.nt.gov.au/council/forms-and-publications/publications>). This represents an improvement of a reduction of 56% of Council's current deficit. The lower forecast average annual rate increase of 3.3% is to ensure Council's cash reserves remain at a stable level throughout the planning period and that there is adequate working capital available, while maintaining service levels and increasing the capital spend.

Council is forecasting to spend \$93.3M on infrastructure over the next 10 years. This represents a significant infrastructure injection for the community and will affect the balances in council reserves. The reserve balance is anticipated to reduce to a low of \$8.6M in 2026–27 representing an adequate balance to fund council's day-to-day operations, with a modest safety net for unforeseen circumstances.

The previous Long-Term Financial Plan was prepared conservatively and aimed to generate an operational surplus (inclusive of depreciation) within 9 years. Considering the current economy, the challenges raised by the pandemic and community recovery from that debilitating event, and to minimise the cumulative burden on the community, this goal has been delayed beyond the length of the Financial plan.

COLLABORATION

Council will grow its collaboration with other councils and other levels of government:

- Council maintains active membership of Local Government Association of the Northern Territory (LGANT) and actively participates in all reference groups, working parties and forums created through LGANT.
- Council participates in Top End Regional Organisation of Councils (TOPROC), with the City of Darwin, Litchfield Council, Belyuen Community Government Council, Wagait Shire Council and the Coomalie Community Government Council to consider issues unique to the Top End and collaborate with these Councils.
- Council attends Australian Local Government Association meetings and functions to consider and seek solutions to local government issues on a national level.
- Elected members and Council officers will regularly hold meetings with government representatives, attend briefings and discussions regarding Northern Territory local government and wider government issues.
- Council will actively explore initiatives to support economic recovery and development at all levels of government.
- The Executive Leadership Team will look for increased opportunities for regular and ongoing dialogue with senior executives of the Northern Territory Government. These high-level discussions will address issues where Council and the NT Government can work together on solutions.

Consistent with good governance and financial management, each year Council will review its membership of external organisations to ensure the community is getting maximum benefit from our participation. We will also look for new avenues of collaboration that will benefit the community.

POSSIBLE CHANGES TO THE REGULATORY AND ADMINISTRATIVE FRAMEWORK

The following have been identified as having the potential to influence or enhance Council's Regulatory and Administrative Framework:

- refining the Risk Management Framework
- incoming *Local Government Act 2019* and associated legislations
- ongoing review of the *Palmerston (Animal Management) By-Laws*
- ongoing review of policies
- ongoing review of administrative procedures.

REVENUE STATEMENT

Council collects revenue from five main sources. General rates and waste management charges provide 87% of Council's revenue, the remainder is provided by grants, fees and charges and investment income.

Council has increased rates by a moderate 2.4% with a \$30 increase to minimum rates. With a saving of \$10 in the waste charges, the majority of ratepayers will see only a \$20 increase to their rates. Over the term of this Council, there was only a total increase of \$40 in the last four financial years. Council continues to provide free parking, pool entry and facility hire. In addition, Council has reduced interest charged on overdue rates from 9% to 8%. Council continues to maintain levels of service along with continuing to look for opportunities for continuous improvement and efficiency.

VALUATION

City of Palmerston uses Unimproved Capital Value as the basis for all land valuations in the City of Palmerston area. Unimproved Capital Value is the value of the land without any improvements.

The Valuer-General, Department of Infrastructure, Planning and Logistics, sets the Unimproved Capital values of land. The value of land is reviewed by the Valuer-General every three years to take effect the following financial year. The 2021 revaluation occurred in July 2020 and has been applied for the 2021-22 financial year.

Council does not play a role in the assessment of Unimproved Capital Value. If a ratepayer is dissatisfied with their valuation, it is a matter to raise with the Valuer-General. Rates must be paid in accordance with rate notices unless otherwise notified by Council.

WASTE SERVICE CHARGE

Council charges a fixed amount for waste management and collection. Where multiple residential dwellings exist on the allotment of land, the fee is multiplied by the number of residential units on each allotment.

The Waste Service Charge is levied for the provision of a 120 litre, twice weekly domestic collection, a fortnightly recycling 240 litre bin, free access to the Archer Waste Management Facility and waste management and cleaning across the city. Commercial use of Archer Recycling Centre and Waste Transfer Station is not supported as there is no direct waste charge against either commercial or industrial properties.

CONCESSIONS

Eligible NT Concession card holders may be entitled to a concession on rates. City of Palmerston receives a listing from Territory Families (Northern Territory Government) of all the ratepayers eligible for concession at the time of levying the rates, in which the rebate is deducted and noted on the annual rate notice. If a ratepayer becomes eligible part way through the rating year, they must pay the rates in full to Council and then contact the NT Concession and Recognition Unit to obtain a refund.

Contact details for NT Concession and Recognition Unit - Territory Families are:

Postal: PO Box 37037 Winnellie NT 0821

Telephone: 1800 777 704

Email: ntconcessionandrecognition@nt.gov.au

Website: <https://ntconcessions.nt.gov.au>

Applications for other concessions on rates and charges will be considered upon application to Council in line with council Policy "Rate Concession".

LATE PAYMENT OF RATES

Any ratepayer who may, or is likely to, experience difficulty with meeting the standard instalments and due dates can contact Council to discuss alternative payment arrangements. It should be noted that interest would still be levied in accordance with the Act under any payment arrangement. Current COVID-19 arrangements may include the waiving of interest for a limited time.

Council's determined interest for late payments will be imposed in accordance with the Act. Ratepayers can apply for a remission of interest under the Act provided they agree to a repayment arrangement to the satisfaction of Council. Council has determined the interest rate for overdue rates will reduce by 1% from 9% to 8% per annum. Pursuant to the Act, if rates have been in arrears for at least three years, Council may sell the land to recover unpaid rates and associated costs.

FEES AND CHARGES

Council has only made minimal changes to fees and charges for the 2021-22 year. These changes include the reduction of fees for an additional bin service to multiple dwellings. The Schedule of Fees and Charges can be viewed at Council's Civic Centre, as well as on Council's website: www.palmerston.nt.gov.au.

RATES & CHARGES

NT PLANNING ZONE		LEVIED 2020/2021	BUDGET 2021/2022	AVERAGE CHANGE
R, RR (Excluding RR in the suburb of Marlow Lagoon), LR, LMR, MR, HR, CL, FD, PS, SP8, SP9 (<10,000m2), SP9 (>20,000m2), SP10 and SP11	Rate on UCV	0.53%	0.61%	2.40%
	Minimum Rate	\$1,227	\$1,257	\$30
	No of Properties	13423	13,583	
	Estimated Income Rates	\$18,146,914	\$18,810,034	
RR in the Suburb of Marlow Lagoon	Rate on UCV	0.41%	0.50%	2.40%
	Minimum Rate	\$1,227	\$1,227	\$30
	No of Properties	251		
	Estimated Income Rates	\$450,206	\$458,870	
GI and LI	Rate on UCV	0.44%	0.49%	2.40%
	Minimum Rate	\$1,227	\$1,257	\$30
	No of Properties		279	
	Estimated Income	\$923,307	\$995,219	
All Other Rateable Land	Rate on UCV	0.77%	0.74%	2.40%
	Minimum Rate	\$1,227	\$1,257	\$30
	No of Properties		450	
	Estimated Income	\$2,208,865	\$2,353,552	

WASTE SERVICE CHARGE

The Waste Service Charge for customers with a regular waste service has dropped from \$490 to \$480. Additional General waste bin and Recycling Waste bins have also dropped to \$290 and \$110 respectively.

WASTE MANAGEMENT CHARGE	2016-17	2017-18	2018-19	2019-20	2020-21	BUDGET YEAR 2021-22
Residential Kerbside Collection	\$510	\$530	\$510	\$490	\$490	\$480
Manual Service Collection (<25 units)	\$510	\$530	\$510	\$490	\$490	\$480
Upgrade to 240L Annual Service Charge	\$143	\$149	\$149	\$149	\$149	\$149
Multiple Dwelling 25 units +	\$231.50	\$240	\$240	\$240	\$240	\$240
Additional General Waste Kerbside Bin 120L	N/A	N/A	N/A	N/A	N/A	\$250
Additional Recycling Kerbside Bin	N/A	N/A	N/A	N/A	N/A	\$110
Additional General Waste Manual Bin*	N/A	N/A	N/A	N/A	\$394	\$290
Additional Recycling Waste Manual Bin*	N/A	N/A	N/A	N/A	\$245	\$110

SOCIAL AND ECONOMIC EFFECTS OF RATING POLICY

City of Palmerston is committed to levying rates in a consistent, transparent and equitable manner, while ensuring that both financial and social considerations have been made when determining the most appropriate rate mix. Council's Community Reference Group on Rates Strategy determined that the rating system and methodology utilised at City of Palmerston should follow the principles of Administrative Simplicity, Economic Efficiency and Equity.

The methodologies are easy to apply, understand and comply with. They make it difficult to avoid paying rates while being practical and cost-effective to administer. The rating methodology and rate mix consider and account for impacts of the rate burden between the differential categories and whether these will have a significant negative effect on economic behaviour. Considered fair and equitable, the methodology considers the benefits received by the ratepayer as well as their capacity to pay.



FINANCIAL STATEMENTS

COUNCIL AGENDA Attachment 13.2.3.1

STATEMENT OF COMPREHENSIVE INCOME

Statement of Comprehensive Income	Revised Budget 2021 \$	Proposed Budget 2022 \$
Operating Income		
Rates	22,009,684	22,674,675
Waste Annual Charges	6,900,590	6,801,273
Statutory Charges	168,940	140,450
User Charges & Fees	659,823	687,637
Interest & Investment Revenue	993,160	636,804
Reimbursements	125	0
Other Income	375,729	331,000
Grants, Subsidies & Contributions	2,019,921	2,757,877
Total Operating Income	33,127,972	34,029,716
Operating Expenses		
Employee Costs	9,960,867	10,568,781
Employee Costs Insurance	203,523	234,052
FBT	150,000	130,000
Professional Services	768,676	976,106
Consultants	1,132,455	958,968
Auditor's Remuneration	35,000	35,000
Operating Lease Rentals	27,423	22,423
Materials & Contractors	10,674,950	10,965,969
Depreciation, Amortisation & Impairment	10,400,000	10,608,000
Elected Members Expenses	356,558	391,511
Legal Expenses	299,906	258,200
Other Expenses	1,719,214	1,784,578
Telephone & Other Communication Charges	265,474	259,889
Software, hardware, stationery, subscriptions	957,647	1,215,345
Other Expenses	234,523	474,816
Donations, Sponsorships & Grants	370,000	250,000
Utilities	2,651,797	2,460,628
Insurance (Exc Employees)	440,975	505,621
Borrowing Costs	46,000	39,585
Total Operating Expenses	40,694,985	42,139,472
Net OPERATING SURPLUS / (DEFICIT)	(7,567,013)	(8,109,756)
Capital Income		
Net gain (loss) on disposal or revaluation of assets	60,856	50,000
Developer Contributions	219,194	288,750
Grants received	4,575,679	16,442,312
Total Capital Income	4,855,729	16,781,062
Capital Expenses		
Asset Purchase	3,797,234	7,590,049
Asset Upgrade	8,730,713	12,800,000
Total Capital Expenses	12,527,947	20,390,049
Removed Non-Cash Depreciation Expenditure	10,400,000	10,608,000
SURPLUS / (DEFICIT) excluding non-cash items including capital	-4,839,231	-1,110,743
Borrowings	0	1,000,000
Repayment of Borrowings	-228,223	-234,634
Reserve Movement	5,067,454	345,377
NET SURPLUS / (DEFICIT)	0	0

STATEMENT OF FINANCIAL POSITION

\$ '000	2021/2022 Draft Budget
Assets	
Current Assets:	
Cash & cash equivalents	4,000
Investments	12,674
Receivables	2,154
Non-current assets classified as 'held for sale'	-
TOTAL CURRENT ASSETS	18,828
Non-Current Assets:	
Infrastructure, property, plant & equipment	578,408
Investment property	5,305
Work in progress	-
TOTAL NON-CURRENT ASSETS	583,713
TOTAL ASSETS	602,540
Liabilities	
Current Liabilities:	
Payables	4,413
Unearned Grant Income (AASB 1058)	1
Borrowings	241
Provisions	1,419
TOTAL CURRENT LIABILITIES	6,074
Non-Current Liabilities:	
Payables	-
Borrowings	2,035
Provisions	1,888
TOTAL NON-CURRENT LIABILITIES	3,923
TOTAL LIABILITIES	9,997
NET ASSETS	592,544
Equity	
Retained earnings/(accumulated deficit)	225,553
Other Reserves	12,754
Revaluation Reserves	354,237
Council equity interest	
TOTAL EQUITY	592,544

STATEMENT OF CASH FLOWS

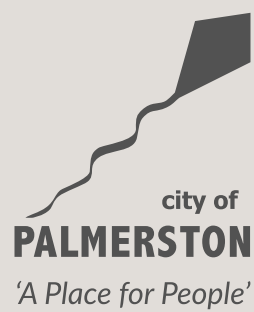
\$ '000	2022/2022 Draft Budget
Cash Flows from Operating Activities	
Receipts:	
Rates & annual charges	29,395
User charges & fees	828
Investment & interest revenue received	637
Grants & contributions	2,758
Bonds, deposits & retention amounts received	-
Other	331
Payments:	
Employee benefits & costs	(10,787)
Materials, contracts & other expenses	(20,575)
Finance payments	(40)
Bonds, deposits & retention amounts refunded	-
Other operating payments	-
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES	2,547
Cash Flows from Investing Activities	
Receipts:	
Sale of investment securities	3,761
Sale of infrastructure, property, plant & equipment	-
Amounts specifically for new or upgraded assets	13,317
Payments:	
Purchase of investment securities	-
Purchase of infrastructure, property, plant & equipment	(20,390)
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES	(3,312)
Cash Flows from Financing Activities	
Receipts:	
Proceeds from borrowings & deposits	0
Proceeds from borrowings & advances	1,000
Payments:	
Repayment of borrowings & advances	(235)
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES	765
plus: CASH & CASH EQUIVALENTS - beginning of year	4,000
plus: NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS	0
Total CASH at Bank	4,000
plus: INVESTMENTS ON HAND - beginning of year	16,435
Increase/(Decrease) in investment securities	(3,761)
Total Investments on Hand	12,674
TOTAL CASH & CASH EQUIVALENTS & INVESTMENTS - end of year	16,674
NET INCREASE/(DECREASE) IN CASH, CASH EQUIVALENTS & INVESTMENTS	(3,761)

STATEMENT OF RESERVES

OTHER RESERVES	Opening Balance 01/07/2021 \$	Budget Reserve Balance EOY 2022 \$
Externally Restricted Reserves		
Unexpended Grants Reserve	456,846	710,693
Externally Restricted Reserves	456,846	710,693
Internally Restricted Reserves		
Election Expenses Reserve	150,000	150,000
Disaster Recovery Reserve	500,000	500,000
Unexpended Capital Works Reserve	2,597,173	-
Developer Funds In Lieu of Construction	1,786,459	1,634,763
Waste Management Reserve	2,142,278	1,884,719
Major Initiatives Reserve	614,949	614,949
Internally Restricted Reserves	7,790,859	4,784,432
Unrestricted Reserves		
Working Capital Reserve	9,546,226	5,831,302
Unrestricted Reserves	9,546,226	5,831,302
TOTAL RESERVES	17,793,931	11,326,427

DEVELOPMENT AND MAINTENANCE OF INFRASTRUCTURE

	Capital 2021/22 Budget \$	Maintenance 2021/22 Budget \$
Buildings	12,909,393	366,833
Parks & Reserves	2,070,000	2,229,500
Shared Paths & Driveways	934,000	250,000
Roads & Street Beautification	1,611,656	600,000
Stormwater	150,000	185,000
Waste Management	1,100,000	-
Trees	500,000	822,000
Fleet	355,000	197,278
IT Equipment	70,000	1,122,134
Public Lighting	690,000	275,000
	20,390,049	6,047,745



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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.4
REPORT TITLE:	Adoption of Long-Term Financial Plan 2022-2031
MEETING DATE:	Tuesday 15 June 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's adoption of the City of Palmerston's Long-Term Financial Plan 2022-2031 following public consultation.

KEY MESSAGES

- Council has prepared a 10-year Long-Term Financial Plan (LTFP), which exceeds the legislative requirements of a period of at least four financial years.
- The LTFP model uses a range of assumptions which KPMG assessed as functional.
- The LTFP is based on delivering current service levels into the future.
- The LTFP delivers capital spend of \$93.3 million over the course of the 10-year plan.
- The capital spend includes Projects initiatives of \$15 million for Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) and \$14.6 million for Where We Live Matters.
- The LTFP includes two loans totalling \$7.5 million to assist with funding Projects and retain reserve balances over the long term.
- The ongoing COVID-19 pandemic has been considered in Council's long-term financial position.
- Council's forecast shows continuous improvement in Council's Operating Results over the course of the LTFP.
- Council is and will continue to be financially sustainable based on the LTFP
- Council has undertaken and completed 15 days of public consultation and received no public submissions.

RECOMMENDATION

1. THAT Report entitled Adoption of Long-Term Financial Plan 2022-2031 be received and noted.
2. THAT Council adopts **Attachment 13.2.4.1** to Report entitled Adoption of Long-Term Financial Plan 2022-2031 as City of Palmerston's Long-Term Financial Plan 2022-2031.

BACKGROUND

At the 2nd Ordinary Council Meeting of 18 May 2021, Council made the following decisions:

Draft Long Term Financial Plan 2022-2031

1. *THAT Report entitled Draft Long Term Financial Plan 2022-2031 be received and noted.*
2. *THAT Council notes the amended City of Palmerston draft Long Term Financial Plan 2022-2031 being Attachment 25.2.2.1 to Report entitled Draft Long Term Financial Plan 2022-2031 includes the drawing of up to \$5 million in loan for the Swimming, Wellness, Events, Leisure and Lifestyle project.*
3. *THAT Council adopts the City of Palmerston draft Long Term Financial Plan 2022-2031 being Attachment 25.2.2.1 to Report entitled Draft Long Term Financial Plan 2022-2031 for 15 days public consultation.*
4. *THAT the Council decisions relating to report entitled Draft Long Term Financial Plan 2022-2031 be moved into the 18 May 2021 Open Minutes.*

CARRIED 9/1647 – 18/05/2021

The draft Long-Term Financial Plan 2022-2031 commenced 15 days public consultation on the 19 May 2021.

DISCUSSION

The Long-Term Financial Plan covers a ten-year period of 2021-2022 to 2030-2031. It is used to recognise Council's current and future financial capacity to continue delivering services, provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the outcomes set out in Council's Community Plan.

The Long-Term Financial Plan includes:

- Planning assumptions used to develop the plan;
- Projected income and expenditure;
- Balance sheets;
- Cash flow statement; and
- Methods of monitoring financial performance.

Council utilises this ten-year financial forecast to quantify the available cash flow to fund financial sustainability, ensure Council can both fund its services and asset replacement and position itself for future opportunities.

Council is committed to long-term financial sustainability and intergenerational equity, where each generation 'pays their way,' rather than any generation 'living off their assets' and leaving it to future generations to address the issue of replacing worn out infrastructure without the necessary funds to do so.

Council is actively engaged in maintaining its reserves at appropriate levels and reducing its operating deficits. While COVID-19 has resulted in a minor impact on Council's long-term financial position, the organisation itself is strong and financially viable. Through prudent and responsible budgeting, planning and financial management, Council will be able to continue to build its Reserves, continue to deliver services to the community and replace and renew assets now and into the future, ensuring the same level of service and delivering outcomes set out in Council's Community Plan.

CONSULTATION PROCESS

While the *Local Government Act 2008* does not require consultation on the draft Long-Term Financial Plan, Council conducted 15 days of public consultation from 19 May 2021 following a media briefing with the Mayor.

During this time, the plan was publicly available on Council's website along the Draft Municipal Plan 2021-22.

Public consultation on the Draft Long-Term Financial Plan resulted in no public submissions being received during the consultation period.

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

- Executive Leadership Team

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

- KPMG

POLICY IMPLICATIONS

There are no policy implications for this report, but current Council policies have been used to inform the modelling of the Draft Long-Term Financial Plan.

BUDGET AND RESOURCE IMPLICATIONS

The Long-Term Financial Plan models an improving operating financial position for the City of Palmerston over the planning period.

The Long-Term Financial Plan forecasts capital expenditure of \$93.3 million over the term of the Plan. As part of these works the Long-Term Financial Plan also anticipates that the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) and 'Where We Live Matters' projects as well as other community focused projects will be undertaken resulting in an increase in capital expenditure in the 2021-22 to 2023-24 financial years.

It is anticipated that these projects will be undertaken in partnership with the Commonwealth and Northern Territory Governments. It is further expected that Council will need to establish an external loan of up to \$5 million over the 2021-22 and 2022-23 financial years and \$2.5 million in 2023-24 to fund a portion of the projects which will be paid back in full over a period of 20 years.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The *Local Government Act 2008* requires Council to prepare and maintain a LTFP. The LTFP must cover a minimum period of four years, however, many of the decisions that Council makes have impacts that go well beyond this time horizon. City of Palmerston has developed a 10-year financial plan as it is important that stakeholders understand the financial implications arising from Council's decisions, and to ensure the financial sustainability of City of Palmerston.

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.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The delivery of the actions and projects within the Long-Term Financial Plan will improve the well-being of our community and deliver several improved environmental outcomes.

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.

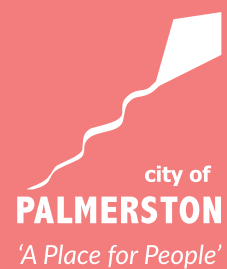
ATTACHMENTS

1. Long Term Financial Plan 2022-2031 [13.2.4.1 - 20 pages]



CITY OF PALMERSTON

LONG TERM FINANCIAL PLAN 2022-2031





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Foreword

City of Palmerston is pleased to present its Long Term Financial Plan for 2022 to 2031.

The financial modelling supporting the Long Term Financial Plan is used to forecast the Council's financial future over 10 years. The Plan is a tool which assists with decision making and problem solving, enabling decisions to be made on how to best achieve the Council's corporate objectives and asset management needs whilst considering its Long Term financial challenges.

The Long Term Financial Plan included in this document encompasses:

- Planning assumptions used to develop the Plan
- Projected income and expenditure
- Statement of financial position
- Statement of Cash flows
- Financial ratios

This Long Term Financial Plan has been prepared with the ongoing COVID-19 pandemic in mind. Council's measures taken in response to the COVID-19 pandemic remain having an impact on the operational income. With a zero-rate increase in the previous year and ongoing free community facility hire as well as free pool entrance and free parking, Council continues its commitment to the community. The decisions made in this Plan have been assessed for their long term impact. Whilst every effort has been made to eliminate uncertainty, the COVID-19 pandemic remains an element of unpredictability.

Council has been able to generate continued support from territory and federal governments with grant funding that supports the delivery on the Community Plan outcomes. This Long Term Financial Plan is forecasting the delivery of major projects, such as the Swimming Wellness Events Leisure Lifestyle (SWELL) project and the 'Where We Live Matters' project in Zuccoli.

Within this Plan Council is proposing to take up loans for up to \$6.5 million to fund the above-mentioned

projects. The financial capacity for Council is sound to service the loan and the methodology supports the inter-generational cost distribution. Meaning, that residents will bear the cost of the construction of the facilities as they utilise them. With this financing model, Council ensures that financial reserve balances remain healthy and continue to increase within the 10-year timeframe to ensure the cost of asset renewal can be met into the future as our City grows older.

Council's Long Term Financial Plan covers the period from 2021-22 to 2030-31. It recognises its current and future financial capacity to continue delivering quality services, provide facilities and infrastructure to the community while commencing new initiatives and projects to achieve the goals set out in the Community Plan.

The Long Term Financial Plan contains a core set of assumptions. These assumptions are based on CPI forecasts, interest rate expectations, employee award increases, estimated loan repayment schedules, and other special income and expenses which are discussed in more detail in this Plan.

Financial planning over a 10-year time horizon is difficult and relies on a variety of assumptions that will undoubtedly change during the period. The Long Term Financial Plan is therefore closely monitored, and regularly revised, to reflect these changing circumstances.

This Long Term Financial Plan has been prepared with the base year being 2020-21, based on the second revised 2020-21 annual budget.

The Long Term Financial Plan model and assumptions were provided to KPMG to provide advice on the succinctness of the model and assumptions used. Although no assurance or opinions can be issued under this type of engagement, the advice received was that KPMG were satisfied with the material functionality of the Plan.

The aims of Council's Long Term Financial Plan are to:

- Set out the assumptions upon which Council's financial plans and budgets have been structured.
- Identify some Key Performance Indicators upon which Council can benchmark its financial performance.
- Set the framework so that the impact of future policy decisions can be identified.
- Evaluate the impact of future scenarios upon Council's financial position.
- Provide a basis for future informed decision making.
- Identify issues which impact upon the financial sustainability of Council including known opportunities and threats.
- Achieve a balanced budget on a funding basis, acknowledging that continued service delivery and asset renewals are current priorities.

STATUTORY REQUIREMENTS

The *Local Government Act* requires Council to prepare and maintain a Long Term Financial Plan. The Plan must cover a minimum period of four years, however, many of the decisions that Council makes have impacts that go well beyond this time horizon. Council has developed a 10-year financial plan as it is important that stakeholders understand the financial implications arising from Council's decisions, and to ensure the financial sustainability of Council.



Background

PALMERSTON

The second largest and fastest growing city in the Northern Territory, Palmerston is a regional hub with a promising future positioning itself as *The Family City of the Northern Territory* and *A Place for People*.

Palmerston boasts a multi-cultural and diverse population of more than 36,000 residents, with significant population growing each year supported by lifestyle options including multiple shopping centres, a PGA tournament standard golf course, land conservation areas, connected spaces, swimming and fitness centre, numerous schools and the recently opened Palmerston Regional Hospital, all of which support families who choose to call our City home.

With almost universal NBN coverage and a young, tech savvy population, Palmerston is becoming a hub for digital innovation through e-gaming, the Top End's annual GeekFest and regional collaboration delivering Smart City opportunities.

This rapid growth presents Council with the challenge of growing and renewing essential family friendly infrastructure for Palmerston and surrounding communities.

NORTHERN TERRITORY ECONOMY

All economic indicators are based on September 2020 assessments.

The Northern Territory economy is highly dependent on the government sector, mining and tourism. This dependence makes it highly prone to volatility, particularly once large capital projects wind down.

Deloitte Access Economics (DAE) forecasts the Territory economy to grow by an average of 1.1 per cent per annum over the next five years. DAE forecasts the national economy to grow by an average annual rate of 1.5 per cent over the five-year period.



DAE September quarter 2020 prepared for the Northern Territory Government, has forecast average growth in the following key economic indicators for the five years (2019-20 to 2023-24):

	Northern Territory	Australia
Economic Growth Forecast	3.4%	1.9%
Employment Growth Forecast	0.9%	0.5%
Population Growth Forecast	0.4%	0.9%
Consumer Price Index (CPI)	1.1%	1.5%



Council's Long Term Financial Plan will continue to deliver the current level of service and improve facilities for our community.

Current financial position

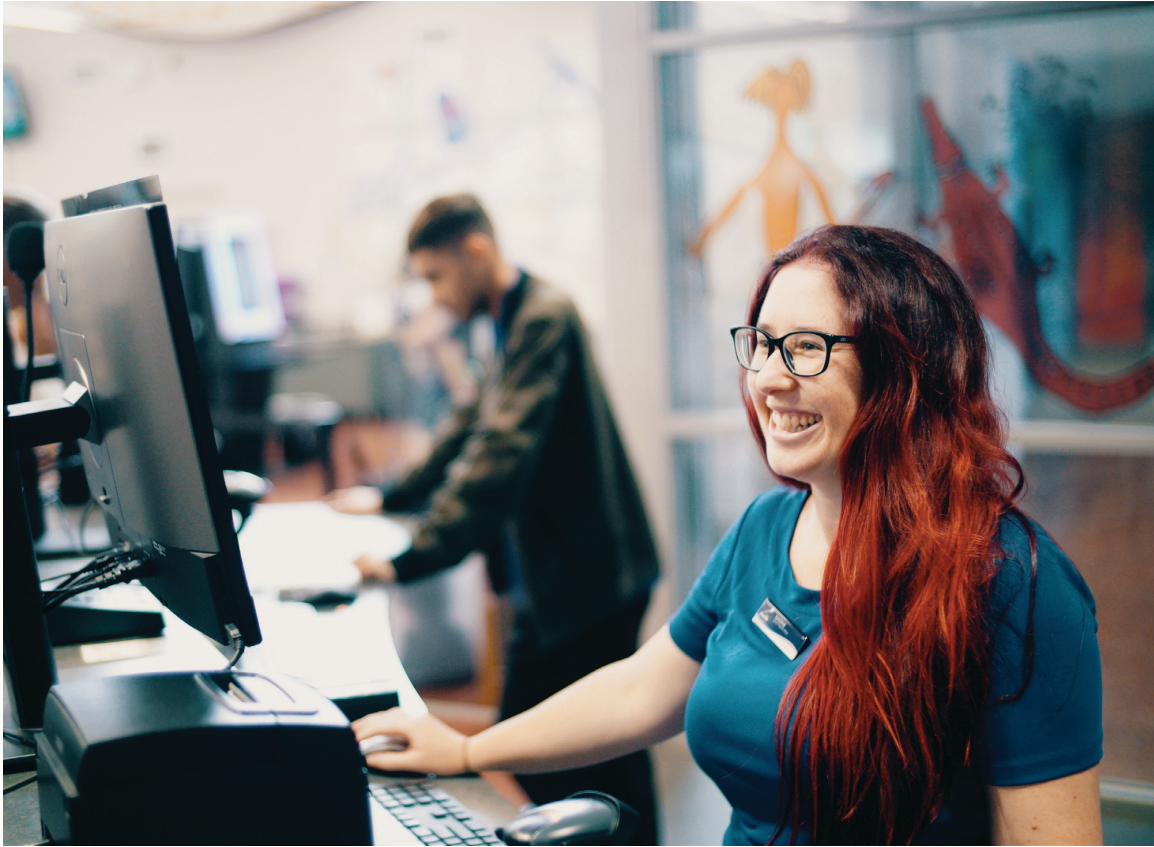
The City of Palmerston is relatively young and is growing, both in terms of population and infrastructure with developers handing over millions of dollars' worth of infrastructure annually. As the infrastructure is relatively new, it only requires maintenance works to keep it in a satisfactory condition in the short to medium term. However, in future years considerable asset replacement will be required and this will represent a significant expense for the City. Council is working towards targets set in its asset management plans to ensure infrastructure stability long term.

Council continues to roll out significant innovative and progressive projects that are designed to enhance the amenity and liveability in the city, with projects ranging from new a Community Hub in Zuccoli ('Where We Live Matters') and a revitalisation of the Palmerston pool into the modern and exciting SWELL project as well as environmental initiatives such as greening the City of Palmerston. Work has been completed on the *Making the Switch* project. This project is a transformative project improving

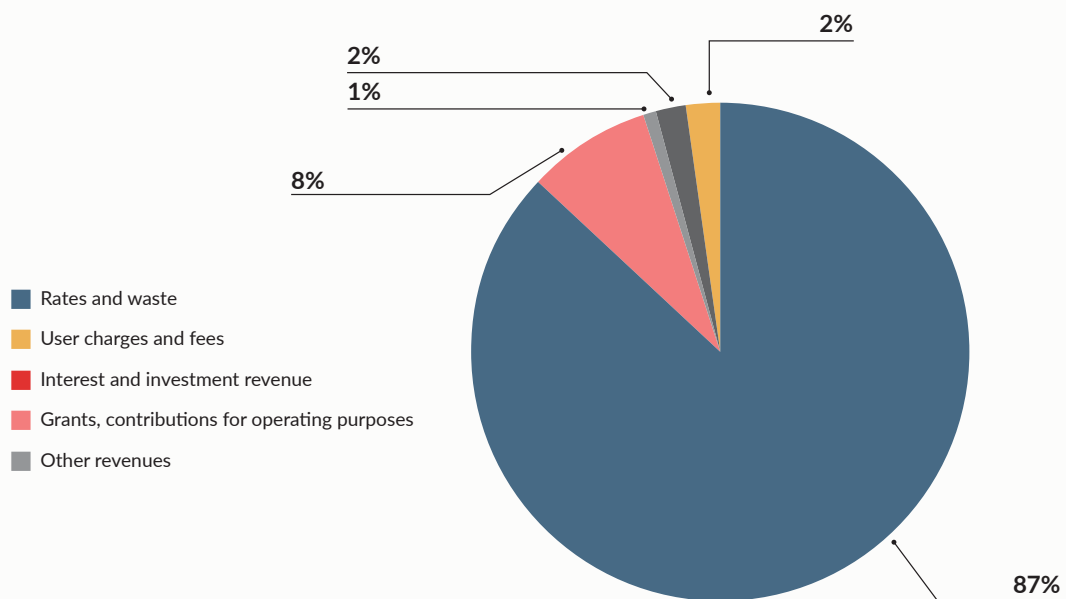
the public lighting quality in the City and reducing electricity use and consequently generating savings. This project is funded from an internal loan from reserves and as a self-funding project, the savings identified in electricity costs are repaid back into reserves with additional savings allocated to improving the quality of public lighting across Palmerston.

Council's reserves are adequate to continue ongoing operations without affecting service levels and Council will continue working with other levels of government to secure capital grants and will utilise loans to support works like SWELL and 'Where We Live Matters'.

Council currently derives nearly 87 per cent of its operational revenues through annual rates and charges. This provides Council with certainty and security over the bulk of its revenue base and is not overly reliant on factors outside of its control. Council does however need to identify other revenue sources and continue to lobby funding bodies for grants.



OPERATING REVENUE SOURCE BY TYPE 2021-22



Measuring performance

Council will continue to report on and monitor its financial performance based on standard financial indicators.

These indicators include:

Operating Ratio

This measures the capacity of Council to contain its operating expenditure within its operating revenue allowing for asset renewals funded through depreciation. The benchmark for this ratio is greater than zero per cent.

Cash Expense Ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash-flow. The benchmark for this ratio is greater than three months.

Current Ratio

This ratio represents Council's ability to meet debt repayments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities. The minimum benchmark is greater than 1.5%.

Rates Coverage Ratio

This ratio measures fiscal flexibility. It is the degree of reliance that Council places on external funding sources such as operating grants and contributions to fund its day-to-day operations. The benchmark for this ratio is between 60–75 per cent.

Debt Service Cover Ratio

This ratio measures the availability of operating cash to service debt including interest, principal, and lease payments. The benchmark for this ratio is greater than 2 per cent.

Interest Cover Ratio

This ratio indicates the extent to which Council can service its interest-bearing debt and take on additional borrowing. It measures the burden of the current interest expense upon Council's operating cash. The minimum benchmark for this ratio is greater than 4 per cent.

Sustainability Ratio

This ratio indicates the extent to which Council is forecasting to increase or replace the asset base of the Council. The minimum benchmark for this ratio is 1 per cent. Where a Council records a value higher than 1 per cent, this indicates the overall asset base is being replenished at a rate equal to, or higher than, the Council's consumption of assets. Where the sustainability ratio is less than one, the Council may have a deteriorating asset base.

Ratio	Benchmark	10-Year Average
Operating Ratio	>0%	-0.18%
Cash Expense Ratio	>3 months	5.6 months
Current Ratio	>1.5%	2.7%
Rates Coverage Ratio	60%-75%	95%
Debt Service Ratio	>2%	9.6%
Interest Cover Ratio	>4%	36.3%
Sustainability Ratio	<1%	0.9%

Future financial position

The Long Term Financial Plan models an improving financial position for the City of Palmerston over the planning period considering the Rate Freeze in the budget for 2020-21 due to the COVID-19 pandemic and only a 2.4 per cent average increase and \$30 increase to the minimum rates in 2021-22.

The Plan predicts that the operating deficit of Council is reduced from a budget operating deficit in 2019-20 of \$4.8 million to an operating deficit of \$2.7 million in 2030-31. The Long Term Financial Plan allows for a gradual increase in revenues through rates at a modest increase of 3.3 per cent including an anticipated property growth of 0.6 per cent with maintaining existing service levels for the community, whilst also delivering on what the community has identified as outcomes in the Community Plan for Palmerston.

The Long Term Financial Plan anticipates that the *SWELL* and the 'Where We Live Matters' projects as well as other community focused projects will be undertaken resulting in an increase in capital expenditure in the 2021-22 to 2023-24 financial years. It is anticipated that these projects will be undertaken in partnership with the Commonwealth and Territory Government. Council will need to establish an external loan for \$4 million over the 2021-22 and 2022-23 financial years and \$2.5 million in 2023-24 to fund a portion of the projects which will be paid back in full over a period of 20 years.

Although an operational surplus will not be reached over the term of the Plan, additional cash will be generated each year. These funds have been allocated back to reserves throughout the life of the plan to take advantage of any unknown opportunities that may occur or to fund any unexpected expenses.



Major initiatives and repairs and maintenance of assets

Over the term of the Long Term Financial Plan Council is planning to spend a total of \$93.3 million in capital works which will result in new and modern facilities for the Community.

As well as the replacements and renewals of assets that relate to infrastructure such as roads, pathways, parks, public lighting, buildings, stormwater and fleet ensuring that the assets within Palmerston remain in a satisfactory condition.

In the Long Term Financial Plan it is assumed that the service standards provided will not change and Council has consequently based its future repairs and maintenance estimations to remain consistent and has also provided for CPI increases throughout the term of the Plan in accordance with Councils asset management plans.

Furthermore, the Plan includes major initiatives in the form of the SWELL project with a cost of \$15 million over the 2021-22 and 2022-23 financial year, anticipated to be funded through capital grants and a Council loan of up to \$4 million. The second major initiative over seven financial years starting in 2021-22 is the project 'Where We Live Matters' creating a major community hub in Zuccoli at the total value of \$14.6 million, with a planned loan of up to \$2.5 million.

10 YEAR CAPITAL WORKS SCHEDULE

Asset	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	10 Year Total
Buildings	12,909,393	5,026,785	5,579,285	2,373,985	2,603,985	3,668,985	2,004,285	804,285	384,285	239,285	35,594,558
Parks and Reserves	3,380,000	1,522,000	1,256,000	1,290,000	1,074,000	1,108,000	1,142,000	1,176,000	1,206,000	1,236,000	14,390,000
Footpaths	934,000	937,249	940,074	792,915	805,774	818,649	831,542	844,453	857,382	870,330	8,632,367
Roads	1,611,656	1,532,483	1,595,858	1,862,151	1,931,508	2,004,083	2,080,038	2,159,539	2,237,766	2,319,905	19,334,987
Stormwater	150,000	170,000	180,000	190,000	200,000	210,000	220,000	230,000	240,000	2,040,000	2,040,000
Irrigation	390,000	300,000	310,000	320,000	330,000	340,000	350,000	360,000	370,000	380,000	3,350,000
Vehicles	335,000	355,000	355,000	355,000	355,000	355,000	355,000	355,000	360,000	360,000	3,560,000
Public Lighting	690,000	695,000	700,000	405,000	410,000	420,000	420,000	425,000	430,000	435,000	5,025,000
Furniture and Fittings	70,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,420,000
Totals	20,390,049	10,688,517	11,066,216	7,739,051	7,860,267	9,069,717	7,552,865	6,504,277	6,235,433	6,240,519	93,346,912



Assumptions

This Long Term Financial Plan has been prepared on the basis that Council will continue to deliver the same level of service to the community as it is currently providing.

The Long Term Financial Plan also includes the following specific assumptions in relation to expected revenues and expenses.

GENERAL ASSUMPTIONS

Item	Budget Assumptions 2021-2022	Forecast Assumption 2023-2031	Comment
Residential Growth	0.6%	0.6%	City of Palmerston accommodation stocks grew by 3.3 per cent p.a. from 2006 to 2011, and 4.6 per cent p.a. from 2011 to 2016 according to the ABS. A conservative 0.6 per cent growth is included in this Plan. Although a recent increase in development has been recognised during the COVID-19 pandemic, it is unclear how sustainable this growth will be over the long-term.
CPI	1.1%	1.1%	Based on long-term forecast for CPI for the Northern Territory as per DAE (September 2020 release).

REVENUE ASSUMPTIONS

Item	Budget Assumptions 2021-2022	Forecast Assumption 2023-2031	Comment
Rate Increase	2.4%	3.3%	This is the required amount that Council will need to raise rates to ensure that the Council is sustainable and is able to renew its current asset base. Not including growth.
Waste Management Charge	Reduction by 1%	CPI	In 2021-22 Council decreases the general residential waste charge by \$10, supporting ratepayers during the ongoing COVID-19 pandemic. Beyond that, charges will increase in line with contractual increases and fees charged for the disposal of waste at Shoal Bay.
Statutory Charges	0.0%	0.0%	Whilst a By-Law review is underway for City of Palmerston statutory charges should only increase by the growth factor.
User Fees & Charges	CPI	CPI	All user fees and charges are expected to increase in-line with CPI.
Investment Interest	1%	1.5% - 2%	Interest is calculated on the forecast cash and investment balances reflecting stable investment rates.
Interest on Overdue Rates	8%	8%	Interest is calculated on the overdue outstanding rates balance.
Other Revenues	CPI	CPI	Other revenues consist of program fees and sundry income items.
Operating Grants	CPI	CPI	Operating grants include the financial assistance grant and the operating subsidy for the library from the Northern Territory Government.

EXPENSE ASSUMPTIONS

Item	Budget Assumptions 2020-2021	Forecast Assumption 2021-2030	Comment
Employee Benefits and On-costs	2.5%	2% - 2.5%	Employee costs increase in line with the enterprise agreement at 2 per cent, however between the years 2021-2022 to 2025-26 a further 0.5 per cent per annum is included to increase superannuation as per federal legislation.
Current Borrowing Costs	2.78%	2.78%	PAN Borrowing costs are fixed for the term of the loan.
Future Borrowing Costs	2.2%	2.2%	Conservative estimate noting that borrowing interest rates are currently well below average levels.
Materials, Contracts and other Expenses	CPI	CPI	Average increase anticipated.
Depreciation	N/A	N/A	Depreciation is based on current depreciation rates plus depreciation on gifted and constructed assets at an average useful life of 70 years across asset classes.

CAPITAL ASSUMPTIONS

Item	Budget Assumptions 2021-2022	Forecast Assumption 2023-2031	Comment
Capital Income	N/A	N/A	Included as detailed in the 10 years capital work program.
Capital Expenditure	N/A	N/A	Included as detailed in the 10 years capital work program.





LONG TERM FINANCIAL PLAN INCOME STATEMENT

\$'000's	Notes	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
		Actual	Actual	Revised Budget	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Income from Continuing Operations														
Revenue:														
Rates & annual charges														
Rates		28,199	21,999	22,010	22,675	29,559	24,478	25,432	26,424	27,455	28,526	29,638	30,794	31,995
Waste		7,002	6,848	6,901	6,801	6,951	7,104	7,260	7,420	7,583	7,750	7,920	8,095	8,273
Statutory Charges		133	153	169	140	142	144	145	147	148	150	152	153	155
User charges & fees		1,299	910	660	688	695	703	711	718	726	734	742	751	759
Interest & investment revenue		1,189	1,039	993	637	868	944	1,017	1,184	1,245	1,418	1,522	1,648	1,796
Reimbursements		925	5	0	-	-	-	-	-	-	-	-	-	-
Other revenues		183	1,855	376	331	335	338	342	346	350	353	357	361	365
Grants & contributions for operating purposes		3,713	2,930	2,020	2,538	1,742	1,760	1,777	1,795	1,831	1,867	1,905	1,943	1,982
TOTAL INCOME FROM CONTINUING OPERATIONS		35,440	35,729	33,128	34,030	34,292	35,470	36,685	38,034	39,338	40,799	42,369	44,016	45,744
Expenses from Continuing Operations														
Employee benefits & costs		8,779	9,206	10,249	10,868	11,140	11,618	11,908	12,406	12,716	13,171	13,434	13,703	13,977
Borrowing costs		-	53	46	40	60	132	187	173	158	146	138	130	122
Materials, contracts and other expenses		20,333	21,576	20,000	20,619	20,846	21,075	21,307	21,541	21,778	22,018	22,260	22,505	22,753
Depreciation, amortisation & impairment		10,094	9,778	10,400	10,608	9,794	9,671	9,551	9,433	9,318	9,204	9,092	8,982	8,875
TOTAL EXPENSES FROM CONTINUING OPERATIONS		39,206	40,613	40,695	42,134	41,839	42,496	42,954	43,554	43,970	44,538	44,925	45,321	45,727
OPERATING RESULT FOR THE YEAR		(3,566)	(4,884)	(7,567)	(8,105)	(7,547)	(7,026)	(6,269)	(5,520)	(4,632)	(3,740)	(2,556)	(1,305)	17
Cash Movement (inc loan repayments)				2,605	2,269	2,006	2,358	2,871	3,393	4,151	5,192	6,256	7,390	8,597
Changes in Revaluation Surplus - I.P.P. & E		508	7,458	52	-	53	54	54	55	55	56	56	57	57
Adjustments (Compliance with Revised Accounting Standards)		(7,827)	(7,827)	(4,691)	(50)	-	-	-	-	-	-	-	-	-
Asset Disposal & Fair Value Adjustments		(2,210)	(45)	-	-	-	-	-	-	-	-	-	-	-
Amounts received specifically for new or upgraded assets		8,208	4,461	-	-	-	-	-	-	-	-	-	-	-
Physical resources received free of charge		7,498	518	8,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000

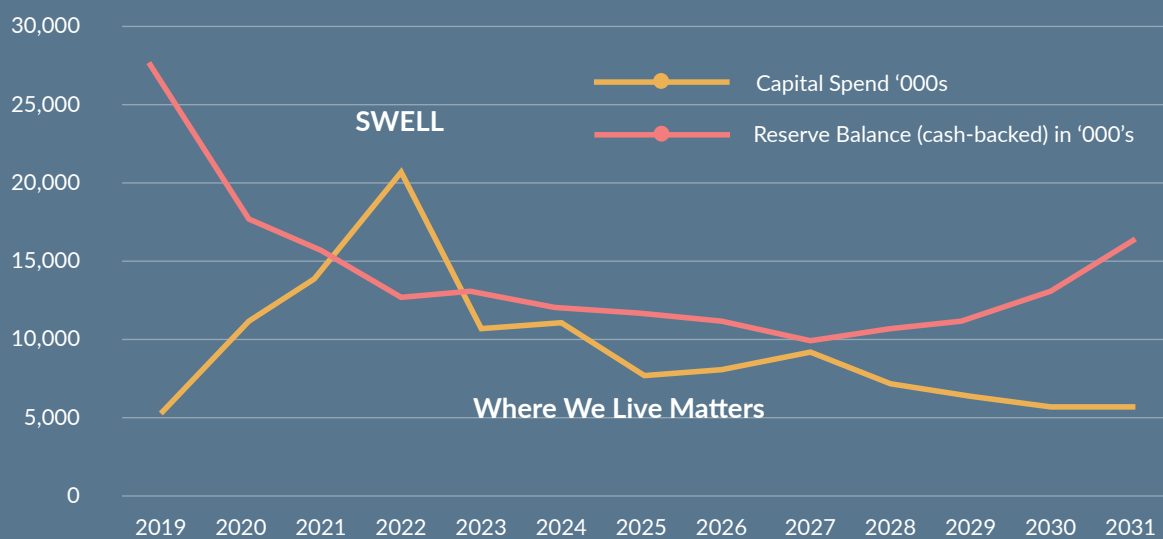
LONG TERM FINANCIAL PLAN STATEMENT OF FINANCIAL POSITION													
\$'000's	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	Forecast
Current Assets:													
Cash & cash equivalents	23,925	17,422	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Investments	7,644	9,165	25,787	28,065	33,113	38,012	40,925	44,359	48,550	53,760	67,439	76,048	76,048
Receivables	2,013	2,073	2,073	2,154	2,326	2,416	2,510	2,608	2,710	2,816	2,925	3,039	3,039
Non-current assets classified as 'held for sale'	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS	33,402	28,660	31,860	34,219	44,338	47,341	50,869	55,198	60,470	66,849	74,364	83,087	83,087
Non-Current Assets:													
Infrastructure, property, plant & equipment	548,294	554,098	551,698	544,090	530,625	524,074	517,640	511,323	505,119	499,027	493,044	487,170	487,170
Investment property	5,100	5,200	5,252	5,305	5,411	5,465	5,520	5,575	5,631	5,687	5,744	5,801	5,801
Work in progress	1,171	4,409	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-CURRENT ASSETS	554,565	563,707	556,950	549,395	536,036	529,539	523,160	516,898	510,750	504,714	498,789	492,971	492,971
TOTAL ASSETS	588,167	592,367	588,810	583,614	580,374	574,880	574,029	572,056	571,220	571,563	573,153	576,058	576,058
Liabilities													
Current Liabilities:													
Payables	4,139	4,326	4,369	4,413	4,502	4,547	4,592	4,638	4,684	4,731	4,779	4,826	4,826
Unearned Grant Income (AASB 1058)	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	221	228	235	241	247	252	257	262	267	272	277	282	282
Provisions	1,814	1,357	1,384	1,419	1,454	1,491	1,528	1,566	1,603	1,640	1,677	1,714	1,737
TOTAL CURRENT LIABILITIES	6,174	10,866	7,023	6,074	6,404	6,595	6,693	6,816	6,902	6,989	7,077	7,147	7,147
Non-Current Liabilities:													
Payables	0	0	0	0	0	0	0	0	0	0	0	0	0
Borrowings	1,739	1,510	1,276	2,035	4,748	6,836	5,801	5,509	5,229	4,942	4,647	4,343	4,343
Provisions	1,771	1,806	1,842	1,888	1,935	1,984	2,034	2,084	2,136	2,189	2,242	2,297	2,312
TOTAL NON-CURRENT LIABILITIES	3,510	3,316	3,118	3,923	6,683	8,820	7,885	7,645	7,408	7,164	6,914	6,656	6,656
TOTAL LIABILITIES	9,684	14,182	10,141	9,997	13,027	15,415	14,578	14,461	14,010	13,853	13,691	13,523	13,523
NET ASSETS	578,483	578,185	578,669	573,617	565,150	561,936	559,452	557,896	557,210	557,710	559,462	562,536	562,536
Equity													
Retained earnings/(accumulated deficit)	204,380	206,259	199,648	191,235	172,873	166,793	160,824	154,746	148,779	142,931	137,199	131,582	131,582
Other Reserves	27,288	17,794	24,837	28,145	37,934	40,746	44,176	48,643	53,869	60,140	67,587	76,220	76,220
Revaluation reserves	346,675	354,132	354,184	354,237	354,343	354,397	354,450	354,507	354,563	354,619	354,676	354,733	354,733
Council equity interest	578,483	578,185	578,669	573,617	565,150	561,936	559,452	557,896	557,210	557,710	559,462	562,536	562,536
TOTAL EQUITY	578,483	578,185	578,669	573,617	565,150	561,936	559,452	557,896	557,210	557,710	559,462	562,536	562,536

LONG TERM FINANCIAL PLAN STATEMENT OF CASH FLOWS

\$'000's	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
	Actual	Actual	Revised Budget	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Cash Flows from Operating Activities														
Receipts:														
Rates & annual charges	28,655	28,458	28,910	29,395	30,426	31,494	32,603	33,750	34,940	36,173	37,584	39,050	40,573	
User charges & fees	1,409	920	829	828	837	846	856	865	875	884	894	904	914	
Investment & interest revenue received	1,189	1,039	993	637	868	944	1,017	1,184	1,245	1,418	1,522	1,648	1,796	
Grants & contributions	3,713	2,930	2,020	2,738	1,742	1,760	1,777	1,795	1,831	1,867	1,905	1,943	1,982	
Bonds, deposits & retention amounts received	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other	3,186	5,154	376	331	335	338	342	346	350	353	357	361	365	
Payments:														
Employee benefits & costs	(8,396)	(9,407)	(10,186)	(10,787)	(11,057)	(11,533)	(11,822)	(12,317)	(12,625)	(13,096)	(13,358)	(13,625)	(13,897)	
Materials, contracts & other expenses	(23,195)	(24,409)	(19,957)	(20,575)	(20,802)	(21,030)	(21,262)	(21,496)	(21,732)	(21,972)	(22,213)	(22,458)	(22,705)	
Finance Payments	-	(53)	(46)	(40)	(60)	(132)	(187)	(173)	(158)	(146)	(138)	(130)	(122)	
Bonds, deposits & retention amounts refunded	-	-	-	-	-	-	-	-	-	-	-	-	-	
Other operating payments	-	-	-	-	-	-	-	-	-	-	-	-	-	
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES	5,981	4,632	2,939	2,547	2,289	2,686	3,324	3,954	4,726	5,482	6,553	7,693	8,905	
Cash Flows from Investing Activities														
Receipts:														
Sale of investment securities	0	0	0	0	-	-	-	-	-	-	-	-	-	
Sale of infrastructure, property, plant & equipment	187	42	-	-	-	-	-	-	-	-	-	-	-	
Amounts specifically for new or upgraded assets	7,363	1,609	489	1,034	1	-	-	-	-	-	-	-	-	
Payments:														
Purchase of investment securities	(3,164)	(1,501)	(16,622)	(2,278)	(5,047)	(4,899)	(2,913)	(3,434)	(4,192)	(5,210)	(6,273)	(7,405)	(8,609)	
Purchase of infrastructure, property, plant & equipment	(5,002)	(11,031)	-	-	-	-	-	-	-	-	-	-	-	
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES	(616)	(10,881)	(16,139)	(3,312)	(5,048)	(4,899)	(2,913)	(3,434)	(4,192)	(5,210)	(6,273)	(7,405)	(8,609)	
Cash Flows from Financing Activities														
Receipts:														
Proceeds from bonds and deposits	0	0	0	0	0	0	0	0	0	0	0	0	0	
Proceeds from borrowings & advances	1,960	-	-	1,000	3,000	2,500	-	-	-	-	-	-	-	
Payments:														
Repayment of borrowings & advances	(387)	(254)	(228)	(235)	(241)	(287)	(412)	(520)	(535)	(521)	(520)	(520)	(520)	
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES	1,573	(254)	(228)	765	2,759	2,213	(412)	(520)	(535)	(521)	(520)	(520)	(520)	
plus: CASH & CASH EQUIVALENTS - beginning of year	16,142	23,925	17,422	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS	6,998	(6,503)	(13,022)	1,253	1,711	1,784	1,980	2,000	1,999	1,999	1,999	1,999	1,999	
TOTAL CASH at Bank	23,080	17,422	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	
plus: INVESTMENTS ON HAND - beginning of year	7,664	9,165	9,165	25,787	28,065	33,113	38,012	40,925	44,359	48,550	53,760	60,033	67,439	
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS	6,998	(6,503)	(13,022)	1,253	1,711	1,784	1,980	2,000	1,999	1,999	1,999	1,999	1,999	
Total Investments on Hand	7,664	9,165	25,787	28,065	33,113	38,012	40,925	44,359	48,550	53,760	60,033	67,439	76,048	
TOTAL CASH & CASH EQUIVALENTS & INVESTMENTS - end of year	30,744	26,587	29,787	32,065	37,113	42,012	44,925	48,359	52,550	57,760	64,033	71,439	80,048	
NET INCREASE/(DECREASE) IN CASH, CASH EQUIVALENTS & INVESTMENTS	10,102	(5,002)	3,200	2,278	5,047	4,899	2,913	3,434	4,192	5,210	6,273	7,405	8,609	

LONG TERM FINANCIAL PLAN FINANCIAL RATIOS													
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
	Actual	Actual	Revised Budget	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Operating Ratio <small>This ratio measures Council's ability to contain operating expenditure within operating revenue. Benchmark - Greater than 0%</small>	-0.10	-0.14	-0.23	-0.24	-0.22	-0.20	-0.17	-0.15	-0.12	-0.09	-0.06	-0.03	0.00
<small>(operating revenue excl. capital grants and contributions - operating expense) / operating revenue excluding capital grants and contributions</small>													
Cash Expense Cover Ratio <small>This ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow. Benchmark - Greater than 3.0 months</small>	13.02	10.36	11.82	12.22	13.92	15.42	16.23	17.09	18.28	19.70	21.53	23.68	26.15
<small>(current year's cash and cash equivalents / total expenses - depreciation - interest costs) * 12</small>													
Current Ratio <small>This ratio represents Council's ability to meet debt payments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities. Benchmark - Greater than 1.5</small>	5.44	2.64	4.54	5.63	6.35	6.92	7.18	7.60	8.47	9.16	9.99	10.97	12.10
<small>current assets / current liabilities</small>													
Own Revenue <small>This ratio measures the level of Council's fiscal feasibility. It is the degree of reliance on external funding sources such as operating grants and contributions. Council's financial feasibility improves the higher the level of its own source revenue. Benchmark - Greater than 60%- 75%</small>	90%	92%	94%	92%	95%	95%	95%	95%	95%	95%	95%	95%	95%
<small>Own funding / Total operating revenue</small>													
Debt Service Cover Ratio <small>This ratio measures the availability of cash to service debt including interest, principal, and lease payments. Benchmark - Greater than 2.0</small>	16.87	15.94	10.34	9.13	7.47	6.32	5.48	5.65	6.76	13.06	15.63	18.37	21.29
<small>operating result before interest and depreciation (EBITDA) / principal repayments + borrowing interest costs</small>													
Interest Cover Ratio <small>This ratio indicates the extent to which Council can service its interest bearing debt and take on additional borrowings. It measures the burden of the current interest expense upon Council's operating cash. Benchmark - Greater than 4.0</small>	N/A	92.14	61.59	63.24	37.58	20.11	17.56	22.66	29.64	37.44	47.26	58.85	72.65
<small>operating result before interest and depreciation (EBITDA) / interest expense</small>													
Asset Sustainability Ratio <small>This ratio indicates the extent to which Council is replacing its existing asset base with capital renewals of existing assets. Benchmark - Greater than 1.0</small>	0.50	1.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<small>annual capital expenditure on renewals / annual depreciation</small>													

CAPITAL SPENDING AND RESERVE MOVEMENTS 2019 - 2031



Conclusion

Financial sustainability is ensuring that Council is able to fund both its services and be able to fund asset replacement at the rate upon which they deteriorate. Council is committed to long-term financial sustainability and intergenerational equity, where each generation 'pays their way,' rather any generation 'living off their assets' and leaving it to future generations to address the issue of replacing worn out infrastructure without the necessary funds to do so.

Council is currently relatively low on un-restricted reserves and operating with continuous deficits. However, the organisation itself is strong and financially viable. Through prudent and responsible budgeting, planning and financial management the Council will be able to rebuild its reserves, continue to deliver quality services to the community and replace and renew assets now and into the future, ensuring the same level of service for each generation.

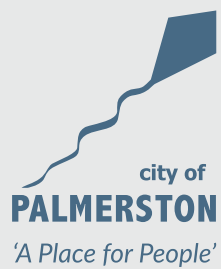
PUBLIC CONSULTATION

While the *Local Government Act* does not require Council to undertake public consultation of Long Term Financial Plan 2022-2031, Council welcomes community feedback of this important document.

City of Palmerston's draft Long Term Financial Plan 2022-2031 was available for public consultation online from Wednesday 19 May 2021, with the last day for submission Thursday 3 June 2021.

The Plan was presented and approved at the 2nd Ordinary Council Meeting on Tuesday 15 June 2021.





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COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.5
REPORT TITLE:	Council Policy Review - Audio/Audiovisual Conferencing
MEETING DATE:	Tuesday 15 June 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 Audio/Audiovisual Conferencing* and Council's requirements under the incoming *Local Government Act 2019*.

KEY MESSAGES

- In preparation for the commencement of the *Local Government Act 2019* all Council Policies are being reviewed to ensure they are compliant and consistent with Council's current processes.
- The *Local Government Act 2008* and *Local Government Act 2019* both provide provisions for councils to adopt a policy to allow for remote attendance by Members at meetings.
- A review has been undertaken on Council Policy *Audio/Audiovisual Conferencing* and enhancements are being recommended to provide further support to Elected Members.
- Enhancements are recommended to provide further options in applying for remote attendance, extending to Executive Council Committees and to incorporate general responsibilities by Members.
- There are no recommended changes to Council's current process in approving remote attendance.
- It is being recommended that Council endorse the proposed amended Council Policy *Audio/Audiovisual Conferencing* to come into effect 1 July 2021.

RECOMMENDATION

1. THAT Report entitled Council Policy Review - Audio/Audiovisual Conferencing be received and noted.
2. THAT Council adopt amended Council Policy Audio/Audiovisual Conferencing being **Attachment 13.2.5.3** to Report entitled Council Policy Review - Audio/Audiovisual Conferencing to come into effect 1 July 2021.

BACKGROUND

The *Local Government Act 2008* and *Local Government Act 2019* both provide provisions for councils to adopt a policy to allow for remote attendance for Members at meetings.

Council currently has a policy in place allowing the use of *Audio/Audiovisual Conferencing* under certain circumstances. The policy was recently reviewed on 16 June 2020 following the upgrade of technology as part of *Project – Smart Cities* to facilitate both audio and audiovisual conferencing.

In preparation of the incoming *Local Government Act 2019* all Council Policies are being reviewed to ensure they are compliant and consistent with Council's current processes.

DISCUSSION

Whilst Elected Members are required to attend Meetings in person, Council adopted policy *Audio/Audiovisual Conferencing* to provide Members with the flexibility to attend meetings remotely should unforeseen circumstances occur.

The review recognised that the policy could be enhanced to provide Elected Members with further options in which to apply, extending the option to Executive Council Committees and to incorporate general responsibilities.

A summary of the review is provided below:

Attendance

The options for Members to apply for remote attendance have been expanded to include carer's responsibilities, ill health, disability, and natural disaster. There are no recommended changes to Council's current process in approving remote attendance.

It is also being recommended that the option of remote attendance be extended to the Council Executive Committees required under legislation, being:

- Administrative Review Committee
- Chief Executive Officer (CEO) Performance Appraisal Committee
- Risk Management and Audit Committee

This would include the Independent Chair and Independent Members of the Risk Management and Audit Committee.

Meetings

Workshops have been removed from the policy as these do not require Council approval, and approval can be sought through the Chief Executive Officer to make these arrangements.

General

Additions have been incorporated into the new policy to cover general responsibilities by Members, conflicts of interest and confidentiality requirements.

The proposed amendments provide further support to Elected Members to represent the Palmerston community should they be physically unable to attend a meeting and allows Members to exercise their duties diligently.

It is being recommended that Council adopt amended Policy *Audio/Audiovisual Conferencing* being **Attachment 13.2.5.3** 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

Community consultation is not required as the policy is a requirement under the *Local Government Act 2019*.

POLICY IMPLICATIONS

Should Council adopt the amended policy the Executive Committee Agenda's will be amended to include 'Request for Audio/Audiovisual Conferencing'.

The recommendations of amendment will enhance Council's current policy but will not alter Council's current process in approving remote attendance.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 98(3)(a) of the *Local Government Act 2019* allows for councils to adopt a policy permitting Members to participate in meetings by way of audio/audiovisual conferencing.

Members are required to attend meetings in person and should only request remote attendance should unforeseen circumstances arise that physically prevent a member from attending.

A review is being undertaken of Council Advisory Committees assessing whether Committees are advisory or networking in nature. A Report will present the review to the Tenth Council Term with recommendation of Advisory Committee and networking group establishment. The consideration of allowing Elected Member remote attendance for these Committees will also be considered at this time.

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.
- 9 Appropriately respond to material events impacting business continuity
Context: Having the right response frameworks in place to manage business continuity.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

- 1. Council Policy - Audio/Audiovisual Conferencing [13.2.5.1 - 2 pages]
- 2. Tracked Council Policy - Audio/Audiovisual Conferencing [13.2.5.2 - 3 pages]
- 3. Amended Council Policy - Audio/Audiovisual Conferencing [13.2.5.3 - 3 pages]



POLICY

Name:	Audio/Audiovisual Conferencing		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Organisational Services		
Approval Date:	16/06/2020	Next Review Date:	16/06/2022
Records Number:	408865	Council Decision:	9/1168

1 PURPOSE

The purpose of this policy is to facilitate access and participation in Council Meetings and workshops by permitting Elected Members to participate by way of audio/audiovisual conferencing subject to conditions.

2 PRINCIPLES

The principles of this policy are to provide greater access to Council meetings by Elected Members in a clear, transparent framework for the effective conduct of the business and governing of Council. Effective meetings are a fundamental requirement of good governance.

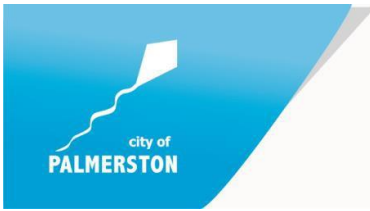
3 DEFINITIONS

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

Term	Definition
Appointed Place of Meeting	The place determined by Council for Ordinary and Special Meetings to be held.
Audio/Audiovisual Conferencing	The technology systems or similar in use by the Council at the time to facilitate Elected Member participation. The system will provide access to the meeting using audio or audiovisual attendance.

4 POLICY STATEMENT

- 4.1 Elected Members are required to seek prior approval to use audio/audiovisual conferencing. Prior approval is to be sought at the time of requesting a Leave of Absence. Elected Members may also seek leave of the Council to attend a meeting via audio/audiovisual conferencing on short notice should unforeseen circumstances arise.
- 4.2 Elected Members are entitled to audio/audiovisual conferencing for Ordinary and Special Council Meetings and Council workshops if they have received a Leave of Absence, are greater than 100km from Council's appointed place of meeting but within Australia or physically prevented from attending.
- 4.3 A member attending via audio/audiovisual conferencing cannot chair a meeting or workshop unless all members participating are doing so via audio/audiovisual conferencing. If the Mayor is attending by audio/audiovisual conferencing, then Council must by resolution appoint a member physically present as the presiding member being the Deputy Mayor in the first instance or another member if the Deputy Mayor is unable to preside.
- 4.4 Elected Members will be connected to the audio/audiovisual conferencing system prior to the commencement of the Open Council meeting.
- 4.5 Elected Members will be entitled to participate as if they were physically present at the meeting.
- 4.6 In the case of secret ballots, the Elected Member will provide their vote to the Chief Executive Officer in confidence, who will then place it into the ballot box.



POLICY

- 4.7 Elected Members may not be able to view presentations being made at the meeting, however will be provided with copies of the presentations electronically, if available.
- 4.8 If Council is unable to accommodate an Elected Member's request to audio/audiovisual conference the Elected Member will be advised in advance of the meeting.

5 ASSOCIATED DOCUMENTS

- 5.1 Leave of Absence Form

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act 2008*
- 6.2 *Palmerston (Procedures for Meetings) By-Laws*



POLICY

Name:	Audio/Audiovisual Conferencing		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	<u>Governance and Strategy Manager</u> Director Organisational Services		
Approval Date:	16/06/2020	Next Review Date:	16/06/2022
Records Number:	408865	Council Decision:	9/1168
Legislation Reference:	<u>Section 98(3)(a) Local Government Act 2019</u>		

1 PURPOSE

This policy authorises Member's attendance at a Council Meeting or Executive Committee Meeting by way of audio/audiovisual conferencing and describes the duties and obligations of a Member who attends by audio or audiovisual means.

~~The purpose of this policy is to facilitate access and participation in Council Meetings and workshops by permitting Elected Members to participate by way of audio/audiovisual conferencing subject to conditions.~~

2 PRINCIPLES

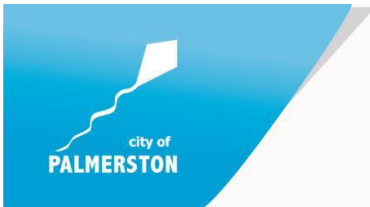
Council is committed to facilitate access and participation in meetings by permitting Members to be present and participate remotely by means of audio or audio visual conferencing.

~~The principles of this policy are to provide greater access to Council meetings by Elected Members in a clear, transparent framework for the effective conduct of the business and governing of Council. Effective meetings are a fundamental requirement of good governance.~~

3 DEFINITIONS

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

Term	Definition
<u>Audio/Audiovisual Conferencing</u>	<u>means a facility that enables audio and visual communication between persons at different places.</u>
<u>Meeting</u>	<u>means an Ordinary or Special Council Meeting and Executive Committee Meeting.</u>
<u>Executive Committee</u>	<u>means a Committee required under legislation, being the Administrative Review Committee, Chief Executive Officer (CEO) Performance Appraisal Committee and Risk Management and Audit Committee.</u>
<u>Member</u>	<u>means an Elected Member or Independent Member of the Risk Management and Audit Committee.</u>
<u>Carer's Responsibilities</u>	<u>means the care for a partner or family member who is in need of care and support.</u>



POLICY

Appointed Place of Meeting	The place determined by Council for Ordinary and Special Meetings to be held.
Audio/Audiovisual Conferencing	The technology systems or similar in use by the Council at the time to facilitate Elected Member participation. The system will provide access to the meeting using audio or audiovisual attendance.

4 POLICY STATEMENT

1.1.4.1. Attendance

4.1.1.A Member may apply to attend a Meeting via audio or audiovisual conferencing when the Member is physically prevented from attending a meeting due to:

- (a) a granted leave of absence, being a greater distance than 100km from the appointed place of meeting;
- (b) carer's responsibilities;
- (c) ill health;
- (d) disability; or
- (e) a natural disaster.

4.1.2. Members are required to seek prior approval by Council or Committee Decision to attend a meeting via audio or audiovisual conference.

4.1.3.A Member may seek leave by the Chief Executive Officer to attend a meeting via audio or audiovisual conferencing on short notice should unforeseen circumstances arise.

~~1.1.4.1.4. Elected Members are required to seek prior approval to use audio/audiovisual conferencing. Prior approval is to be sought at the time of requesting a Leave of Absence. Elected Members may also seek leave of the Council to attend a meeting via audio/audiovisual conferencing on short notice should unforeseen circumstances arise.~~

~~1.2. Elected Members are entitled to audio/audiovisual conferencing for Ordinary and Special Council Meetings and Council workshops if they have received a Leave of Absence, are greater than 100km from Council's appointed place of meeting but within Australia or physically prevented from attending.~~

~~4.1.5.A Member attending via audio/audiovisual conferencing cannot chair a meeting or workshop unless all members participating are doing so via audio/audiovisual conferencing.~~

~~1.2.1.4.1.6. If a Chair the Mayor is attending by audio/audiovisual conferencing, then Council the meeting must by resolution appoint a member physically present as the presiding member being the Deputy Mayor in the first instance or another member if the Deputy Mayor is unable to preside.~~

~~1.2.2.4.1.7. Elected Members will be connected to the audio/audiovisual conferencing system prior to the commencement of the Open Council meeting Meeting.~~

~~1.2.3. Elected Members will be entitled to participate as if they were physically present at the meeting.~~

~~1.2.4.4.1.8. In the case of secret ballots, the Elected Member will provide their vote to the Chief Executive Officer in confidence, who will then place it into the ballot box.~~

~~1.2.5.4.1.9. Elected Members may not be able to view presentations being made at the meeting, however will be provided with copies of the presentations electronically, if available.~~

~~1.2.6. If Council is unable to accommodate an Elected Member's request to audio/audiovisual conference the Elected Member will be advised in advance of the meeting.~~

4.2. General Responsibilities

~~4.2.1. Members are to consider the appropriateness of their personal presentation and surrounding environment.~~

~~4.2.2. The Chair will confirm which participants are present at the commencement of the meeting.~~



POLICY

4.2.3.A Member who is attending by audio or audio visual means must advise the Chair if they are about to leave the meeting and advise the Chair immediately if they re-join the meeting.

4.3. Conflicts of Interest

4.3.1.It is the responsibility of Members attending remotely to ensure they do not participate in an agenda item, or hear the discussion, if they have declared a conflict of interest in the matter.

4.3.2.The Member must ensure they declare the conflict and disconnect from the conferencing system at the appropriate time.

4.3.3.Where a Member has disconnected from the conferencing system due to a conflict of interest, the Chair must contact the Member as soon as the agenda item has concluded.

4.4. Confidentiality

Members attending a meeting remotely must:

(a) Ensure that people who are not Members cannot see, overhear, or listen to the Member or the meeting.

(b) Not record the meeting.

(c) Ensure that confidential papers are not accessible by any person who is not a member.

5 ASSOCIATED DOCUMENTS

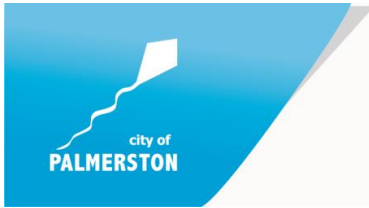
5.1 Leave of Absence Form

5.2 Breach of Code of Conduct Elected Member

6 REFERENCES AND RELATED LEGISLATION

6.1 Local Government Act-~~2008~~

6.2 Palmerston (Procedures for Meetings) By-Laws



POLICY

Name:	Audio/Audiovisual Conferencing		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:		Council Decision:	
Legislation Reference:	Section 98(3)(a) <i>Local Government Act 2019</i>		

1 PURPOSE

This policy authorises Member's attendance at a Council Meeting or Executive Committee Meeting by way of audio/audiovisual conferencing and describes the duties and obligations of a Member who attends by audio or audiovisual means.

2 PRINCIPLES

Council is committed to facilitate access and participation in meetings by permitting Members to be present and participate remotely by means of audio or audiovisual conferencing.

3 DEFINITIONS

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

Term	Definition
Audio/Audiovisual Conferencing	means a facility that enables audio and visual communication between persons at different places.
Meeting	means an Ordinary or Special Council Meeting and Executive Committee Meeting.
Executive Committee	means a Committee required under legislation, being the Administrative Review Committee, Chief Executive Officer (CEO) Performance Appraisal Committee and Risk Management and Audit Committee.
Member	means an Elected Member or Independent Member of the Risk Management and Audit Committee.
Carer's Responsibilities	means the care for a partner or family member who is in need of care and support.

4 POLICY STATEMENT

4.1. Attendance

4.1.1. A Member may apply to attend a Meeting via audio or audiovisual conferencing when the Member is physically prevented from attending a meeting due to:

- (a) a granted leave of absence, being a greater distance than 100km from the appointed place of meeting;
- (b) carer's responsibilities;
- (c) ill health;
- (d) disability; or
- (e) a natural disaster.



POLICY

- 4.1.2. Members are required to seek prior approval by Council or Committee Decision to attend a meeting via audio or audiovisual conference.
- 4.1.3. A Member may seek leave by the Chief Executive Officer to attend a meeting via audio or audiovisual conferencing on short notice should unforeseen circumstances arise under section 4.1.1.
- 4.1.4. A Member attending via audio/audiovisual conferencing cannot chair a meeting unless all members participating are doing so via audio/audiovisual conferencing.
- 4.1.5. If the Chair is attending by audio/audiovisual conferencing, then the meeting must by resolution appoint a member physically present as the presiding member.
- 4.1.6. Members will be connected to the audio/audiovisual conferencing system prior to the commencement of the Meeting.
- 4.1.7. Members will be entitled to participate as if they were physically present at the meeting.
- 4.1.8. In the case of secret ballots, the Member will provide their vote to the Chief Executive Officer in confidence, who will then place it into the ballot box.
- 4.1.9. Members may not be able to view presentations being made at the meeting, however will be provided with copies of the presentations electronically, if available.
- 4.1.10. If Council is unable to accommodate a Member's request to audio/audiovisual conference the Member will be advised in advance of the meeting.
- 4.2. **General Responsibilities**
 - 4.2.1. Members in attendance via audiovisual conferencing are to consider the appropriateness of their personal presentation and surrounding environment.
 - 4.2.2. The Chair will confirm which participants are present at the commencement of the meeting.
 - 4.2.3. A Member who is attending by audio or audiovisual means must advise the Chair if they are about to leave the meeting and advise the Chair immediately if they re-join the meeting.
- 4.3. **Conflicts of Interest**
 - 4.3.1. It is the responsibility of Members attending remotely to ensure they do not participate in an agenda item, or hear the discussion, if they have declared a conflict of interest in the matter.
 - 4.3.2. The Member must ensure they declare the conflict and disconnect from the conferencing system at the appropriate time.
 - 4.3.3. Where a Member has disconnected from the conferencing system due to a conflict of interest, the Chair must contact the Member as soon as the agenda item has concluded.
- 4.4. **Confidentiality**

Members attending a meeting remotely must:

 - (a) Ensure that people who are not Members cannot see, overhear, or listen to the Member or the meeting;
 - (b) Not record the meeting; and
 - (c) Ensure that confidential papers are not accessible by any person who is not a member.



POLICY

5 ASSOCIATED DOCUMENTS

- 5.1 *Leave of Absence Form*
- 5.2 *Breach of Code of Conduct Elected Member*

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Palmerston (Procedures for Meetings) By-Laws*

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.6
REPORT TITLE:	Draft Council Policy - Elected Member Casual Vacancies
MEETING DATE:	Tuesday 15 June 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 seeks Council approval to adopt a new policy in accordance with the *Local Government Act 2019* being Elected Member Casual Vacancies.

KEY MESSAGES

- New Council Policies are required to be adopted by Council in preparation of the incoming *Local Government Act 2019*.
- In accordance with the incoming legislation, a new policy has been drafted outlining how casual vacancies may be filled.
- Section 54 and 65 of the *Local Government Act 2019* sets out the filling of causal vacancies generally and for a Principal Member (Mayor).
- This draft policy sets Council's requirements and timeframes of filling casual vacancies.
- It is being recommended that draft Council Policy Elected Member Casual Vacancies be adopted to come into effect 1 July 2021.

RECOMMENDATION

1. THAT Report entitled Draft Council Policy - Elected Member Casual Vacancies be received and noted.
2. THAT Council adopt Elected Member Casual Vacancies being **Attachment 13.2.6.1** to Report entitled Draft Council Policy - Elected Member Casual Vacancies as a policy of Council to come into effect 1 July 2021.

BACKGROUND

Staff are undertaking a review of all new Council policies required in accordance with the incoming *Local Government Act 2019* commencing 1 July 2021 and where required drafting policies for Council's consideration.

DISCUSSION

Under the incoming *Local Government Act 2019*, in order to fill a casual vacancy in the office of an Elected Member, Council must adopt a policy.

A policy has been drafted to outline how casual vacancies for the position of an Elected Member and Mayor may be filled.

Section 54 and 65 of the *Local Government Act 2019* sets out the filling of causal vacancies generally and for a Mayor.

If any of these vacancies occur 18 months or more before the next general election, Council must hold a by-election.

Filling casual vacancy of a member other than a Mayor:

If the vacancy occurs less than 18 months, but not less than 6 months, before the next general election, the Council may, by vote of existing members, appoint a person to fill the vacancy until the next general election.

If the vacancy occurs 6 months or less before the next general election the Council may, by vote of existing members:

- (a) appoint a person to fill the vacancy until the next general election; or
- (b) may leave the office vacant.

Following advice received from the Department of the Chief Minister and Cabinet (the Department) this policy recommends that Council appoint a person to fill the vacancy of ordinary member of a date less than 18 months, but not less than 3 months before the next general election.

Filling casual vacancy of Mayor:

If the vacancy occurs less than 18 months but more than 3 months before the next general election, the Council may, by a vote of existing members, appoint a person to fill the vacancy; or may hold a by-election.

If the vacancy occurs 3 months or less before the next general election the Council may, by vote of existing members:

- (a) appoint a person to fill the vacancy; or
- (b) may hold a by-election; or
- (c) may leave the office vacant.

Following advice received from the Department, this policy recommends that if a vacancy of Mayor occurs less than 18 months before the next general election, Council will appoint an existing ordinary member to the office of Mayor up until the time of election.

When advertising to appoint a person to fill a casual vacancy, Council should consider the qualities and skills that would be beneficial for an appointed Elected Member, for example a history of leadership or previous community work.

It is being recommend that Council adopt **Attachment 13.2.6.1** Elected Member Casual Vacancies as a policy of Council.

CONSULTATION PROCESS

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

- Governance and Strategy Manager

The following external parties were consulted in the preparation of this report:

- Department of the Chief Minister and Cabinet:
Sought feedback from the Legislation and Policy team at Department of the Chief Minister and Cabinet on the draft 'Elected Member Casual Vacancies' policy, to ensure compliance with the incoming legislations.

POLICY IMPLICATIONS

This policy will allow Council to fill a casual vacancy in accordance with the *Local Government Act 2019*.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

In accordance with section 54 of the *Local Government Act 2019* Council must adopt a policy that sets out the filling of casual vacancies.

This report addresses the following City of Palmerston Strategic Risks:

- 3 Fails to attract, value, retain and develop the right people with desired culture
Context: Right people at right time and place with right skills, operating consistently in accordance with desired culture of Collaboration, Accountability, Respect and Valued.
- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Draft Council Policy - Elected Member Casual Vacancies [13.2.6.1 - 3 pages]



POLICY

Name:	Elected Member Casual Vacancies		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Adopted Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:		Council Decision:	
Legislation Reference:	Section 54 and 65 of the <i>Local Government Act 2019</i>		

1 PURPOSE

This policy outlines how casual vacancies for the position of an Elected Member and Mayor may be filled.

2 PRINCIPLES

Council must be closely connected to its community, working in partnership to deliver what is needed to support people's lives. In doing so, Council is actively pursuing its communities' trust through being open transparent and accountable. Filling casual vacancies will ensure fair representation of members in the Council.

3 DEFINITIONS

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

Term	Definition
Elected Member	means a person elected as a member of the Council to make decisions on behalf of the Community.
Ordinary Member	means an Elected Member of the Council, excluding the Mayor.
Casual Vacancies	means when an Elected Member or Mayor leaves their position during the course of a Council Term.
By-election	means an election held outside of the normal general election timetable due to a casual vacancy occurring.

4 POLICY STATEMENT

4.1. Requirement of a By-Election

A by-election is required if the vacancy falls within the timeframe as determined by the *Local Government Act* for a casual vacancy.

4.1.1. Timeframe of filling a casual vacancy for Ordinary Member

Date Vacancy Occurs	Action
18 months or more before the next general election	Council will hold a by-election to fill the vacancy of ordinary member.
Less than 18 months, but not less than 3 months, before the next general election	Council will appoint a person to fill the vacancy until the next general election in accordance with clause 4.2 of this policy.
3 months or less before the next general election	Council will leave the vacancy of ordinary member vacant.



POLICY

4.1.2. Timeframe of filling a casual vacancy for Mayor

Date Vacancy Occurs	Action
18 months or more before the next general election	Council will hold a by-election to fill the vacancy of Mayor.
Less than 18 months, but not less than 3 months, before the next general election	Council will appoint an existing Council Member to fill the office of Mayor, by Council Decision in accordance with clause 4.3.2 of this policy. Council will appoint a person to fill the vacancy of ordinary member in accordance with clause 4.2 of this policy.
3 months or less before the next general election	Council will appoint an existing Council Member to fill the office of Mayor, by Council Decision in accordance with clause 4.3.2 of this policy. Council will leave the office of ordinary member vacant.

4.2. Filling the office of an Ordinary Member

4.2.1. Should a casual vacancy occur for appointment, the Chief Executive Officer (CEO) will advertise by:

- (a) publishing the vacancy in a local newspaper, on the Council website and on Council noticeboards in the community;
- (b) inviting applicants to provide either a one page written statement, or a three minute video submission that outlines why the person wants to be an Elected Member;
- (c) advising that any application received may be made public by the Council;
- (d) closing submissions 14 days from the date of advertisement.

4.2.2. As soon as practicable after the closing date, the CEO will provide copies of all applicant submissions to all Elected Members.

4.2.3. At the next Ordinary Council Meeting following the closing date, include the matter as an agenda item for Council's consideration.

4.2.4. When appointing a person to be an Elected Member, Council will give due consideration to:

- (a) The person's level of community involvement;
- (b) The person's suitability for the role; and
- (c) Any other relevant matters.

4.2.5. Council will decide the appointment by resolution, with official commencement to the office of Elected Member seven days after the date of resolution.

4.2.6. The CEO is to ensure the successful applicant is advised of their appointment to Council and that an induction to the position is undertaken.

4.3. Appointment of Mayor

4.3.1. If a vacancy occurs 18 months or more before the next general election, the matter of appointing an Acting Mayor whilst a by-election takes place, will be considered at the next Ordinary Council Meeting.

4.3.2. If a vacancy occurs less than 18 months before the next general election, Council will by Council decision, appoint an existing ordinary member to the office of Mayor until the next general election at the next Ordinary Council Meeting with appointment to commence immediately.



POLICY

5 ASSOCIATED DOCUMENTS

- 5.1. *Breach of Code of Conduct by Elected Member*
- 5.2. *Register of Declared Conflicts*
- 5.3. *Community Plan*

6 REFERENCES AND RELATED LEGISLATION

- 6.1. *Local Government Act*
- 6.2. *Local Government Regulations*

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.7
REPORT TITLE:	Draft Council Policy - Human Resource Management Policy
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	People and Customer Manager, Emma Blight
APPROVER:	Director Organisational Services, Silke Maynard

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval of the Human Resource Management Policy.

KEY MESSAGES

- The Human Resource Management Policy is a Council Policy required under the *Local Government Act 2019*.
- This overarching Policy is our commitment to ensuring Council has all relevant Human Resource policies as determined by the Chief Executive Officer in place.
- The principles of Human Resource management set out in this policy, are to be reflected in all Human Resource policies and processes of Council.
- All Human Resource Policies and Procedures are currently in the process of being reviewed and updated.

RECOMMENDATION

1. THAT Report entitled Draft Council Policy - Human Resource Management Policy be received and noted.
2. THAT Council endorses the Human Resource Management Policy as presented at **Attachment 13.2.7.1** to Report entitled Draft Council Policy - Human Resource Management Policy to come into effect on 1 July 2021.

BACKGROUND

The Human Resource Management Policy (Policy) has been developed as a requirement under Section 172 *Local Government Act 2019*(Act). As a result of the commencement of the Act as of 1 July 2021, some Council Policies are required to be established.

DISCUSSION

The Policy is a Council Policy and demonstrates Council's commitment to relevant Human Resource practices. The principles reflected in this Policy set the standard for all Human Resource policies and processes of the Council as outlined in the Act. The suite of relevant policies and procedures is currently being updated and reviewed, with all Policies being reviewed prior to the end of June 2021.

CONSULTATION PROCESS

The following staff were consulted in the preparation of this Report:

- Executive Leadership Team

POLICY IMPLICATIONS

This Policy is a requirement of the *Local Government Act 2019*. A review of all Human Resource Policies is being undertaken as required, to ensure compliance with the incoming Act. If endorsed, this Policy will become a new Policy of Council.

BUDGET AND RESOURCE IMPLICATIONS

There are nil budget and resource implications for this particular policy.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Policy ensures we meet our obligations per the *Local Government Act 2019*, Fair Work Legislation, Work Health and Safety legislation and employment conditions and contracts.

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

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. Attachment A Human Resources Management Policy [13.2.7.1 - 2 pages]



POLICY

Name:	Human Resource Management Policy		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Director Organisational Services		
Adopted Date:	1/07/2021	Next Review Date:	1/07/2025
Records Number:		Council Decision:	

1 PURPOSE

This policy supports Council as an employer of choice, providing a safe, fair and diverse work environment, where employees are provided training and development opportunities. The policy ensures that City of Palmerston has relevant overarching policies regarding human resource management determined by the Chief Executive Officer and is a requirement under the *Local Government Act*.

2 PRINCIPLES

Our policies comply with the principles of human resource management and relevant legislation. We are committed to apply the principles of merit, inclusion, diversity and accessibility and confidentiality to all processes related to current or future employees of Council.

3 DEFINITIONS

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

Term	Definition
Employee	A person remunerated by City of Palmerston on a full time, part time, casual or contract basis.
Council	Refers to City of Palmerston.

4 POLICY STATEMENT

4.1. Selection Processes for Appointment or Promotion

Council will have a robust process for the recruitment of the CEO, providing clarity and consistency relating to conditions and allowances.

Council's policies for recruitment and promotion are based on merit following a fair and equitable process.

4.2. Training and Development

Council staff have reasonable access to training and development opportunities for advancement and promotion.

4.3. Employment-related Processes

Council staff are treated fairly and consistently and are not subject to arbitrary or capricious decisions.

4.4. Employment-related Grievances

Council has suitable processes of dealing with employment-related grievances in a timely and equitable manner, applying natural justice.



POLICY

4.5. Work Health and Safety

Council is committed to having a safe and healthy working environment for all employees, providing appropriate training to ensure safety at work and adherence to all relevant legislative frameworks.

4.6. Discrimination

Council does not tolerate any discrimination in the workplace. There is to be no unlawful discrimination against a council employee, or potential employee on the ground of sex, sexuality, marital status, pregnancy, race, physical or intellectual impairment, age or any other ground. There is to be no other form of unreasonable or otherwise unjustifiable discrimination against a council employee or potential council employee.

5 ASSOCIATED DOCUMENTS

- 5.1. Local Government Award
- 5.2. City of Palmerston Code of Conduct
- 5.3. City of Palmerston Enterprise Agreement

6 REFERENCES AND RELATED LEGISLATION

- 6.1. *Local Government Act*
- 6.2. *Fair Work Act*
- 6.3. *Work, Health and Safety Legislation*
- 6.4. Any other applicable legislation relevant to the course of an employee's employment with City of Palmerston.

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.8
REPORT TITLE: Draft Council Policy - Shared Services
MEETING DATE: Tuesday 15 June 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 seeks Council approval to adopt a new policy in accordance with the *Local Government Act 2019* being Shared Services.

KEY MESSAGES

- Council Policies are required to be adopted by Council in preparation of the incoming *Local Government Act 2019*.
- Pursuant to the incoming Act, Council must adopt a policy to enter into shared services within 12 months of the Act's commencement being 1 July 2022.
- Council currently has one shared service agreement, being the Management of the Taminmin Community Library as part of a regional collaboration with Litchfield Council.
- It is recommended that Council adopt draft Council Policy Shared Services to come into effect at the commencement of the new Act being 1 July 2021.

RECOMMENDATION

1. THAT Report entitled Draft Council Policy - Shared Services be received and noted.
2. THAT Council adopt Shared Services being **Attachment 13.2.8.1** to Report entitled Draft Council Policy - Shared Services as a policy of Council to come into effect 1 July 2021.

BACKGROUND

Staff are undertaking a review of all new Council policies required in accordance with the incoming *Local Government Act 2019* commencing 1 July 2021 and where required drafting policies for Council's consideration.

DISCUSSION

Pursuant to the incoming *Local Government Act 2019* Council must adopt a shared services policy that deals with:

- (a) sharing the delivery of a council service with another council;
- (b) the Council jointly procuring from a third party the delivery of a service with another council.

A policy has been drafted that provides guiding principles for shared services that considers service deliver outcomes, achieving economies of scale, and collaboration to ensure consistent service deliver.

Council currently has one shared services agreement in place, that being the management oversight of the Taminmin Community Library as part of a regional collaboration and shared service arrangement with Litchfield Council.

It is recommended that Council endorse the draft policy being **Attachment 13.2.8.1** to commence 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

There is no community consultation required as this is a policy requirement under the incoming Act.

POLICY IMPLICATIONS

This policy will allow Council to enter into shared services in accordance with the *Local Government Act 2019* in line with Council Policy *Procurement*.

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Pursuant to the section 365(1)(h) of the *Local Government Act 2019* Council must adopt a policy for shared services within 12 months of the commencement of the new Act being 1 July 2022.

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

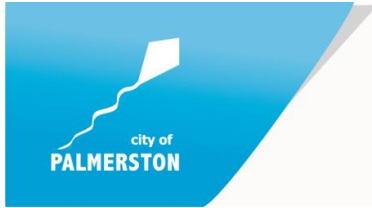
There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Draft Council Policy - Shared Services [**13.2.8.1** - 2 pages]



POLICY

Name:	Shared Services		
Type:	Council Policy		
Owner:	Position Title		
Responsible Officer:	Position Title		
Adopted Date:	[Approval Date]	Next Review Date:	[Next Review]
Records Number:		Council Decision:	
Legislation Reference:	Section 216 Local Government Act 2019		

1 PURPOSE

This policy describes the framework for Council entering into an agreement with one or more councils for the delivery of shared services.

2 PRINCIPLES

The Council is committed to act in an economically efficient manner, to be socially and environmentally responsible and to provide innovative, high standard services.

3 DEFINITIONS

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

Term	Definition
Shared Services	means entering an arrangement with one or more councils for mutual benefit of improved service delivery and outcome at a reduced overall risk and cost.
Collective Procurement	means an agreement between two or more councils to enter into a procurement agreement where a lead council is nominated.

4 POLICY STATEMENT

4.1. Application of Policy

4.1.1. Shared service and joint procurement agreements

Council may consider entering into a shared services agreement when:

- A role in Council is capable of being undertaken by a person employed by another council;
- A Council service that cannot be supplied from within Council, is able to be delivered by another council;
- A Council service can be supplied or delivered in another council's area, by agreement with that council; or
- Undertaking procurement of an asset, which can be collectively procured under a single procurement tender process; or
- The use of an asset can be shared between councils; or
- It is efficient for Council to enter into an agreement with other councils to undertake a project, where one council is approved by every participating council to take the lead on the project and make decisions on behalf of all participating councils.

4.1.2. Assessing a shared services or collective procurement opportunity

Council will consider the following when a shared services or collective procurement agreement is being contemplated:



POLICY

- (a) Opportunities that would result from such a decision (e.g. shared risk, economies of scale, demonstration of leadership and collaboration, long-term sustainability, potential invigoration of council staff, strengthening relationships with like-minded or neighbouring councils);
- (b) Associated risks and how those risks can be best managed;
- (c) Challenges likely to arise (e.g. the challenge of maintaining consistent service delivery across the Council area and any other areas);
- (d) Future needs of Council and its constituency;
- (e) Capacity, both current and future, of the Council or councils which are parties to the agreement, to deliver the expected outcomes of a shared services or collective procurement agreement; and
- (f) Ensuring the practices are compliant and are underpinned by Council's procurement principles.

4.2. Council Requirements

4.2.1. Annual reporting

- (a) A list of all shared services and collective procurement agreements that operated during the financial year, are to be listed in Council's Annual Report.
- (b) Performance comparatives must be reported in the subsequent Annual Report for the same financial year.

4.2.2. Agreements to be in writing

- (a) Shared services and collective procurement agreements must be in writing and clearly set out all relevant details.
- (b) There should be systematic and efficient management from the execution until closure of this agreement, including a review of performance and recording the progress.

4.2.3. Matters for consideration

Council will consider whether a shared-services approach is desirable on a case by case basis. Before entering into a formal agreement for shared services or collective procurement activity, the follow considerations will be taken into account:

- (a) Cost benefit analysis of entering into the agreement;
- (b) Service level standards to be met;
- (c) Period of time of agreement;
- (d) Establishment and agreement of KPI's;
- (e) Risk assessment and mitigation strategies;
- (f) Employment opportunities that may arise; and
- (g) Any other economic, social and cultural considerations.

5 ASSOCIATED DOCUMENTS

- 5.1 *Community Plan*
- 5.2 *Council Policy Procurement*
- 5.3 *Council Policy Privacy*

6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Local Government Regulations*

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.9
REPORT TITLE: Delegations to the Chief Executive Officer
MEETING DATE: Tuesday 15 June 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 seeks Council to endorse updated delegations to the Chief Executive Officer pursuant to the incoming *Local Government Act 2019* commencing 1 July 2021.

KEY MESSAGES

- Under the *Local Government Act 2008* Council delegated powers and functions to the CEO to act on behalf of the Council and to ensure the timely delivery of programs, services, and operations.
- Once the new *Local Government Act 2019* commences on 1 July 2021 the delegations made by Council to the Chief Executive Officer will no longer be valid.
- A review has been undertaken of the CEO's current delegations and new delegations pursuant to the incoming Act.
- There are no new powers or functions being proposed to be delegated to the CEO under the new legislation.
- The two emergency delegations provided to the CEO in response to COVID-19 are recommended to remain given the uncertainty of the continuing pandemic.
- It is recommended that Council endorse the updated delegations to the CEO pursuant to the *Local Government Act 2019* to come into effect on 1 July 2021.

RECOMMENDATION

1. THAT Report entitled Delegations to the Chief Executive Officer be received and noted.
2. THAT effective 1 July 2021 Council revoke all delegations to the Chief Executive Officer.
3. THAT effective 1 July 2021 pursuant to Section 40 of the *Local Government Act 2019* Council hereby delegates to the Chief Executive Officer its powers and functions set out in the schedule below, subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions:

Section	Delegation
Section 183	Appointment of authorised persons
The powers and functions of the Council under the <i>Local Government Act 2019</i>	All of the powers and functions of the Council that are able to be delegated.

4. THAT effective 1 July 2021 pursuant to section 183 of the *Local Government Act 2019*, Council appoints Chief Executive Officer, Luccio Franco Cercarelli as an authorised person subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and unless earlier revoked, the appointment will cease and be deemed revoked upon the cessation of employment with City of Palmerston.
5. THAT effective 1 July 2021 pursuant to section 40 of the *Local Government Act 2019*, Council hereby delegates to the Chief Executive Officer, Luccio Franco Cercarelli the following financial delegations subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions and budget approval:

Type	Amount
Credit Card	\$5,000
Purchase Order Approval	\$5,000,000
Payment Approval	Unlimited
Cheque signatory	Unlimited
Investment signatory	Unlimited

6. THAT effective 1 July 2021 pursuant to section 40 of the *Local Government Act 2019*, Council hereby delegates to the Chief Executive Officer, Luccio Franco Cercarelli the power and authority to exercise all powers of the Council under the *Palmerston (Animal Management) By-Laws 1999* excluding By-law 5(2) subject to all actions being undertaken in compliance with all relevant legislative, procedural and policy provisions.
7. THAT effective 1 July 2021 pursuant to Section 40 of the *Local Government Act 2019* and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, Council hereby delegates to the Chief Executive Officer its powers and functions as set out sections 66 of the *Local Government Act 2019*, by-law 71 of the *Palmerston (Public Places) By-Laws 2001* being the power to determine opening times of Council's offices and facilities and the opening times of the Library until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.
8. THAT effective 1 July 2021 pursuant to Section 40 of the *Local Government Act 2019* and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, Council hereby delegates to the Chief Executive Officer the power to cancel or amend programs, service levels, budgeted council events and third party events held on council property under license, permit, or any other agreement until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.

BACKGROUND

At its Council Meeting held on 6 February 2018 Council delegated the following powers and functions to the Chief Executive Officer pursuant to section 32 of the *Local Government Act 2008*:

Section	Delegation
Section 112	<i>Appointment of Authorised Persons</i>
Section 244	<i>Authorisation of the persons to institute proceedings in the name of Council</i>
Various	<i>All of the powers and functions of the Council with the exception of the following:</i>

	<ul style="list-style-type: none"> i. those matters referred to in Section 21(2) of the Local Government Act ii. Sections 22 and 24, regarding adoption of the Municipal Plan iii. Section 46, appointment to fill a Casual Vacancy on the Council iv. Section 49, establishment of Local Boards v. Section 54, establishment of Council Committees vi. Section 68, calling meetings for elections
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THAT pursuant to Section 112 of the Local Government Act 2008, Council appoints the Chief Executive Officer as an authorised person.

THAT pursuant to Section 32 of the Local Government Act 2008, Council hereby delegates to the Chief Executive Officer the power and authority to exercise all powers of the Council under the City of Palmerston (Animal Management) By-Laws excluding Part 1 Division 1 Section 5 (2).

During the COVID-19 pandemic Council endorsed emergency delegations to the CEO at its meeting held on 17 March 2020:

Emergency Delegation to the Chief Executive Officer

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

CARRIED 9/1046 – 17/03/2020

A Report was presented to Council to review these emergency delegations at its meeting held on 16 June 2020, to which the Council decided not to consider the Report and to keep the delegations in place given the uncertainties of the pandemic and allowing Council to remain responsive.

DISCUSSION

Under the *Local Government Act*, Council delegates powers and functions to the CEO to allow the CEO to act on behalf of the Council and to ensure the timely delivery of programs, services, and operations.

Once the new *Local Government Act 2019* commences on 1 July 2021 the delegations made by Council to the Chief Executive Officer will no longer be valid, as they would have been made under the repealed *Local Government Act 2008*.

A review has been undertaken of the CEO's current delegations and new delegations pursuant to the new Act, with a comparison provided below:

Current Delegation	New Delegation	Comment
Section 112 - Appointment of Authorised Persons.	Section 183 - Appointment of authorised persons.	Delegation remains the same.
Section 244 - Authorisation of the persons to institute proceedings in the name of Council.	N/A	Subsections (1) and (2) cannot be delegated as it requires a resolution by Council.
Various - all of the powers and functions of the Council with the exception of the following: i. Those matters referred to in Section 21(2) of the Local Government Act. ii. Sections 22 and 24, regarding adoption of the Municipal Plan. iii. Section 46, appointment to fill a Casual Vacancy on the Council. iv. Section 49, establishment of Local Boards. v. Section 54, establishment of Council Committees. vi. Section 68, calling meetings for elections.	Powers and functions of the Council under the Local Government Act 2019: All of the powers and functions of the Council that are able to be delegated.	The current delegations list exceptions, where the Council has no power to delegate. Where Council has no power to delegate a particular power it is not appropriate to list these as an "exception". The new delegations have been updated as a general statement to mitigate any risk to the Council.
Section 112 - Council appoints the CEO as an authorised person.	Section 183 - Council appoints the CEO as an authorised person subject to limitations.	Limitations and conditions have been applied.
Section 32 - Financial Delegations: i. Credit Card \$5,000 (GST Inc) ii. Purchase Order Approval \$5m (GST Exc) iii. Payment Approval Unlimited iv. Cheque Signatory Unlimited v. Investment Signatory Unlimited	Section 40 - Financial Delegations: i. Credit Card \$5,000 (GST Inc) ii. Purchase Order Approval \$5m (GST Exc) iii. Payment Approval-Unlimited iv. Cheque Signatory-Unlimited v. Investment Signatory-Unlimited	Delegation remains the same.
Section 32 - Council delegates to the CEO the power and authority to exercise all powers of the Council under the City of Palmerston (Animal Management) By-Laws excluding Part 1 Division 1 Section 5(2).	Section 40 - Council delegates to the CEO the power and authority to exercise all powers of the Council under the Palmerston (Animal Management) By-Laws 1999 excluding By-Law 5(2).	Delegation remains the same.
Section 32 - Emergency Delegation - the power to determine opening times of Council's offices and facilities and the opening of Library until the emergency has ended.	Section 40 - Emergency Delegation - the power to determine opening times of Council's offices and facilities and the opening of Library until the emergency has ended.	Delegation remains the same.
Section 32 - Emergency Delegation - the power to amend programs, services levels, budgeted council events and third party events held	Section 40 - Emergency Delegation - the power to amend programs, services levels, budgeted council events and third party events held	Delegation remains the same.

on council property under licence, permit, or any other agreement until the emergency has ended.	on council property under licence, permit, or any other agreement until the emergency has ended.	
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There are no new powers or functions being proposed to be delegated to the CEO under the new legislation. To ensure the CEO can continue to act on behalf of the Council, it is being recommended that the new delegations be endorsed by Council to commence on 1 July 2021.

A record of Council's delegations to the CEO will be kept in a Register of Delegations. Once Council delegates powers and functions to the CEO, the CEO then delegates certain powers and functions to Council staff relevant to their duties. These delegations are recorded and maintained in the Register of Delegations by the CEO.

By delegating powers and functions, this allows the Council administration to operate in an efficient, effective and responsive manner for the Palmerston community.

Council put measures in place to be responsive to COVID-19 by endorsing two emergency delegations to the CEO. Given the uncertainty of the pandemic and to ensure Council remains responsive it is recommended that the delegations remain in place, until the emergency is declared ended.

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

POLICY IMPLICATIONS

Delegated authority is to be undertaken in compliance with all Council policies.

BUDGET AND RESOURCE IMPLICATIONS

The CEO's financial delegations are unlimited on the condition it is within budget. The CEO cannot let a tender unless it is less than \$5 million.

The delegations made by the CEO contain financial delegations to the Council staff for the purpose of community benefit expenditure on goods and services.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Pursuant to the *Local Government Act* the Council may delegate powers and functions to the Chief Executive Officer. There are certain delegations that cannot be delegated by the Council, those that require a Council Decision and others such as declaring rates.

Once the incoming *Local Government Act 2019* commences, the current delegations held by the CEO will no longer be valid. This report proposes updated delegations to the CEO to continue to act on behalf of the Council pursuant to the new Act.

The current delegations provide the CEO with all the powers and functions with exceptions. Following review, the exceptions listed are delegations that are not able to be delegated by Council. By listing these exceptions, it may imply the Council have the power to delegate but are choosing not to. To mitigate risk, the exceptions have been removed and replaced with a general statement.

Incoming legislation states that delegations are to be reviewed within the first six months following a general election.

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.

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

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM: 13.2.10
REPORT TITLE: Lease of Part of Lot 9543 - Common Seal
MEETING DATE: Tuesday 15 June 2021
AUTHOR: Executive Assistant, Stoney Dethmore
APPROVER: Director Organisational Services, Silke Maynard

COMMUNITY PLAN

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

PURPOSE

This Report seeks Council approval to offer a lease extension to the Northern Territory Government for the Lease of Part of Lot 9543 to Top End School of Flexible Learning.

KEY MESSAGES

- The Northern Territory Government (NTG) has a lease over Part of Lot 9543 for operating the Palmerston campus of the Top End School of Flexible Learning.
- The lease was due to expire in December 2020, and the NTG have requested an extension for the lease until 31 March 2022.
- It is being recommended that the lease is extended until 31 March 2022.

RECOMMENDATION

1. THAT Report entitled Lease of Part of Lot 9543 - Common Seal be received and noted.
2. THAT Council endorse the lease extension for Part of Lot 9543 to the Northern Territory Government until March 2022, as per the conditions outlined in **Attachment 13.2.10.1** to Report entitled Lease of Part of Lot 9543 - Common Seal.
3. THAT pursuant to Section 26(2) of the *Local Government Act*, Council authorises the affixing of the common seal to the lease as presented as **Attachment 13.2.10.1** to Report entitled Lease of Part of Lot 9543 - Common Seal between the Northern Territory Government or its representatives and City of Palmerston and that this be attested by the signatures of the Official Manager (or Mayor) and Chief Executive Officer.

BACKGROUND

The NTG has held a lease of part of Lot 9543, Yarrowonga since 2018 to operate the Palmerston Campus of the Top End School of Flexible Learning. The Lease was executed in 2018, for a period of three years, ending in December 2020.

In 2020 the NTG informed Council through the property manager that they wish to extend the current lease by a further year. The original lease from 2018 had no provision for extensions beyond the original

three-year term. Council staff have since worked with the NTG and discussed an extension to 31 March 2022.

DISCUSSION

City of Palmerston owns Lot 9543, Yarrawonga, and there is a lease to cover the building and fenced area of the property containing the Top End School of Flexible Learning. The property is managed by McGees Property Management, to manage and oversee the maintenance of the property and draft all lease agreements. The Lease of the property contributes to \$45,952.20 excluding GST, of Council's lease income per year.

The NTG operates the Palmerston Campus of the Top End School of Flexible Learning, and the lease of the property is in accordance with Council Policy AD04 *Lease of Council Property*.

The Top End School of Flexible Learning is a coeducation secondary school, serving students in from years 7-12. Top End School of Flexible Learning's main campus is in Malak, with the secondary campus in Palmerston for the education of Palmerston residents.

McGees has advised Council Staff that the NTG is reviewing the need for the Palmerston Campus of the Top End School of Flexible Learning, and the NTG wishes to extend this lease to 31 March 2022.

The further extension will allow Council to review the management of the facility going forward. A review of the facility considering potential uses and options of management will be presented to Council before this rental agreement expires in March 2022.

CONSULTATION PROCESS

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

- McGees Property Management

POLICY IMPLICATIONS

The Lease of the property to NTG is in line with Council Policy AD04 *Lease of Council Property*.

BUDGET AND RESOURCE IMPLICATIONS

The rental arrangement is for the NTG to fulfil the duties for the Top End School of Flexible Learning, as is the tradition of this facility, in exchange for a rental income of \$45,952.20 per year (GST Inc), which is included in Council's annual budget.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

There is a risk that Council is perceived to be giving NTG and Top End School of Flexible Learning an advantage over other community groups and/or commercial operators as this facility has not been through a public process since 2018. The property's structural configuration and location needs to be considered for any future use and a review prior to a competitive public process will be facilitated before March 2022.

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.

3 Fails to attract, value, retain and develop the right people with desired culture

Context: Right people at right time and place with right skills, operating consistently in accordance with desired culture of Collaboration, Accountability, Respect and Valued.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this Report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Draft Lease - 60 Georgina Cres Yarrawonga [13.2.10.1 - 14 pages]

COUNCIL AGENDA

Attachment 13.2.10.1

Form 31

Section 65

Land Title Act 2000
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

L	S	No:
IMPORTANT NOTICE Please Note Privacy Statement Overleaf		

Commissioner of Territory Revenue use only
(NOTE 1)

LEASE

The owner leases to the tenant the land described and the tenant accepts this lease of the land for the term and at the rent stipulated and subject to the covenants and conditions contained below or on the back of this document and acknowledges the amount payable or other consideration for the lease. (NOTES 2 - 3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	774	739	Town of Palmerston	Lot 9543	L2004/095	-

(NOTE 4)

INTEREST BEING LEASED That part of Lot 9543 Town of Palmerston with a lettable area of approximately 2,185.5 square metres comprising a single storey building of approximately 274 square metres and fenced yard area as shown hatched on the plan in Schedule 3. (NOTE 5)

MARKET RENT UNDER THE LEASE \$45,952.20 per annum exclusive GST GST Amount \$4,595.20 per annum (NOTE 6)

OTHER CONSIDERATION Nil GST Amount Nil

OWNER City of Palmerston (NOTE 7)

TENANT Name: Northern Territory of Australia
Address: C/: NT Property Management
GPO Box 3250, DARWIN NT 0801 (NOTE 8)

TENANCY Joint Tenants/Tenants in Common (Shareholding) N/A (NOTE 9)

Commencing:	Expiring:	Right of Renewal:
1 April 2021	31 March 2022	N/A

TERM OF LEASE (NOTE 10)

CONSENTS Nil (NOTE 11)

<p>The Common Seal of the City of Palmerston was affixed in accordance with the <i>Local Government Act 2008</i>:</p> <p>.....</p> <p>Signature of CEO Print name:</p> <p>.....</p> <p>Signature of Councillor Print name:</p> <p>on (date).....</p>	<p>EXECUTED for and on behalf of the Northern Territory of Australia by Kathleen Robinson, Chief Executive, Department of Corporate and Digital Development in accordance with the <i>Contracts Act 1978</i> (NT):</p> <p>on (date)</p> <p>.....</p> <p>Signature of Kathleen Robinson</p> <p>In the presence of:</p> <p>.....</p> <p>Signature of Qualified Witness Print name: Qualification: Telephone:</p>
--	---

(NOTE 12)

Office Use Only
6781035V1

Registered on At

CONSENT OF INTEREST HOLDERS

Instrument type:	Instrument type:
Instrument No:	Instrument No:
Name of Parties:	Name of Parties:
.....
I the registered proprietor of the interest shown above consent to the registration of this instrument.	I the registered proprietor of the interest shown above consent to the registration of this instrument.
Signed:	Signed:
(Date):	(Date):
In the presence of:	In the presence of:
Name of Qualified Witness:	Name of Qualified Witness:
Address or Telephone No.:	Address or Telephone No.:

COVENANTS

It is hereby covenanted by and between the owner of lease and the tenant as follows;

- ☒ To comply with the provisions contained in Memorandum of Common Provisions recorded in the Register as LTO No. 372162
- ☒ The conditions and covenants implied by Sections 117 & 119 *Law of Property Act* shall not apply.
- ☒ To comply with the provisions annexed to this lease.

SCHEDULE OF NOTES

1. A lease signed on or after 1 July 2007 is required to be stamped by the Commissioner of Territory Revenue where there is valuable consideration other than rent under the lease.
2. This form may be lodged in triplicate. The original must be typed or completed in ink or biro. The duplicate and triplicate may be a copy of the original but the signatures of all parties and their witnesses must be in ink or biro on the original, duplicate and triplicate. If the words "owner" and "tenant" are considered in appropriate other words (lessor/lessee) may be used. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
3. If there is insufficient space in any panel use the space above or an annexure sheet (Form 95).
4. Volume and Folio references must be given together with a description of the location, the lot number and unit plan number if applicable. If a certificate as to title has been issued it must be produced.
5. Insert whole of the land or if part of a lot the instrument of lease must also include a sketch plan identifying the part of the lot drawn to a standard to the Registrar-General's satisfaction, if required by the Registrar-General, a plan of survey identifying the part of the lot; or if required by the *Planning Act 1999*, consent under Part 5 of the *Planning Act 1999*.
6. Pursuant to Section 66 (1)(c) of the *Land Title Act 2000* state whether the rent under the lease is market rent, or nil or nominal rent. Market rent means any rent that is not nominal. A lease for other consideration must show the imprint of the Commissioner of Territory Revenue. For the GST amount, if the lease is subject to the margin scheme and the GST amount is unknown insert "margin scheme" in the box provided. Show the words "Nil" or "Not applicable" if not subject to rent or other consideration.
7. Insert full name. Address is not required.
8. Insert full name and an address for the service of notices. The address can be a postal address.
9. If two or more tenants, state whether as joint tenants or tenants in common. If tenants in common, specify shares. If no tenancy is stated, the Registrar-General must register the co-owners as tenants in common pursuant to Section 57(2) of the *Land Title Act 2000*.
10. Insert first day of the lease, last day of the lease and whether a right of renewal ("Yes" or "No").
11. Consents by mortgagee should be provided. A lease or amendment of a lease executed after registration of a mortgage of a lot is valid against the mortgagee only if the mortgagee consents to the lease or amendment before its registration. A lease which has not been consented to by a prior mortgagee will not be protected in the event of the mortgagee exercising the power of sale.
12. Persons who may witness this document are a Commissioner for Oaths, a member of the Legislative Assembly, a legal practitioner within the meaning of the *Legal Profession Act 2006*, a person holding office under the *Supreme Court Act 1979*, the *Justices of the Peace Act 1991*, the *Local Court Act 2015* or the *Registration Act 1927*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act 1979*, a Notary Public and any other person approved by the Registrar-General.

A witness to an instrument executed by an individual must first:

- take reasonable steps to ensure that the individual is the person entitled to sign the instrument;
- have the individual execute the document in the presence of the witness;
- not be a party to the instrument; and
- if witnessing more than one signature, clearly state that he/she has witnessed more than one signature. (ie I have witnessed the two signatures appearing above).

After signing, witnesses must legibly write, type or stamp their names and contact address or telephone number below their signature.

For a corporation, an instrument must be executed in a way permitted by law or sealed with the corporation's seal in accordance with the *Law of Property Act 2000*, Section 48.

For witnessing of instruments executed outside the Northern Territory refer to Schedule 1 of the *Land Title Act 2000* and the Registrar-General's Directions.

PRIVACY STATEMENT – LAND REGISTER FORMS

The Registrar-General's Office is authorised by the *Land Title Act 2000* to collect the information on this form for the establishment and maintenance of the Land Register, which is made available for search by any person, anywhere, including through the Internet, upon payment of a fee. The information is regularly provided to other NT Government agencies, the Australian Valuation Office, local governments, the Australian Bureau of Statistics, the Australian Taxation Office or other Commonwealth Agencies as required or authorised by law, and some private sector organisations for conveyancing, local government, valuation, statistical, administrative and other purposes. The NT Government also uses the information to prepare and sell or licence property sales reports to commercial organisations concerned with the development, sale or marketing of property.

Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-General on 8999 5318.
6781035V1

COUNCIL AGENDA

Attachment 13.2.10.1

Form 95

Land Title Act
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

IMPORTANT NOTICE

Please Note Privacy Statement Overleaf

ANNEXURE SHEET

Owner: City of Palmerston

Tenant: Northern Territory of Australia

Register	Volume	Folio	Location	Lot Description	Plan	Unit
CUFT	774	739	Town of Palmerston	Lot 9543	L2004/095	-

The Commercial Lease Covenants, registered number 372162 (CLC), are varied by inserting the attached Reference Schedule, Schedule 1, Schedule 2, Schedule 3, Schedule 4 and Schedule 5 at the back of the CLC.

SCHEDULE OF NOTES

1. If there is insufficient space to accommodate the required information; in a panel on the parent instrument insert the words "See Annexure" and enter all the information on the annexure sheet under the appropriate heading.
2. If the instrument is lodged in duplicate (or triplicate) an annexure sheet must be attached to each. The annexure attached to the original must be typed or completed in ink or biro, that attached to the duplicate (or triplicate) may be a copy of the original. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
3. Multiple annexures may appear on the same annexure sheet but each must be correctly headed.

PRIVACY STATEMENT – LAND REGISTER FORMS

The Registrar-General's Office is authorised by the *Land Title Act* to collect the information on this form for the establishment and maintenance of the Land Register, which is made available for search by any person, anywhere, including through the Internet, upon payment of a fee. The information is regularly provided to other NT Government agencies, the Australian Valuation Office, local governments, the Australian Bureau of Statistics, the Australian Taxation Office or other Commonwealth Agencies as required or authorised by law, and some private sector organisations for conveyancing, local government, valuation, statistical, administrative and other purposes. The NT Government also uses the information to prepare and sell or licence property sales reports to commercial organisations concerned with the development, sale or marketing of property.

Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-6781286V1

Reference Schedule

Item

- | | |
|---|---|
| 1. Lessor | City of Palmerston |
| 2. Lessee | Northern Territory of Australia |
| 3. Land
(clause 1.1) | Address: 60 Georgina Crescent, Yarrowonga NT 0830
Lot: 9543 Town of Palmerston
Plan: L2004/095 |
| 4. Encumbrances
(clauses 1.1 and 2.1) | <p>(a) All encumbrances, reservations and conditions (if any):</p> <p style="padding-left: 40px;">(i) referred to in the Certificate of Title to the Land; or</p> <p style="padding-left: 40px;">(i) which are reasonably apparent on visual inspection of the Land;</p> <p>(b) all sewer mains on the Land (if any);</p> <p>(c) all easements, encroachments and rights affecting the Land; and</p> <p>(d) any acts of parliament, by-laws, orders and regulations thereunder (if any) affecting the Land.</p> |
| 5. Premises
(clauses 1.1 and 2.1) | That part of Lot 9543 Town of Palmerston with a lettable area of approximately 2,185.5 square metres comprising a single storey building of approximately 274 square metres and fenced yard area as shown hatched on the plan in Schedule 3. |
| 6. Car Parking Bays
(clauses 1.1 and 24.1) | Not Applicable |
| 7. Storage Area
(clauses 1.1 and 24.1) | Not Applicable |
| 8. Term
(clauses 1.1 and 2.1) | One (1) year |
| 9. Commencement Date
(clauses 1.1 and 2.2) | 1 April 2021 |
| 10. Expiry Date
(clauses 1.1 and 2.2) | 31 March 2022 |

11.	Annual Rent (clauses 1.1 and 3)	\$45,952.20 per annum exclusive of GST
12.	Rent Free Period (clauses 1.1 and 3.3)	Not Applicable
13.	CPI Adjustment Date (clauses 1.1 and 4.1)	Not Applicable
14.	Market Review Date (clauses 1.1 and 5.1)	Not Applicable
15.	Particulars of options to extend Lease Term (clause 2.3)	Not Applicable
16.	Excluded from Outgoings (clause 7.3)	Not Applicable
17.	Unmetered Utilities (clause 7.4(c))	Not Applicable
18.	Permitted Use (clauses 1.1 and 9)	Flexible learning centre
19.	Uplift of Air-conditioning charges outside Business Hours (clause 13.2(c))	Not Applicable
20.	Repaint and Recarpet and Exterior Window Cleaning (clauses 22.1 and 22.5)	Not Applicable
21.	Lessor to Clean (clause 22.7(a))	Not Applicable
22.	Contract Conditions (clause 31.1)	Not Applicable
23.	Amendments to Lease Covenants (clause 31.2)	Refer to Schedule 5

24. Notices

(clause 32.1)

Lessor

Lessor's address: c/- McGees Property, Level 1, 82 Smith Street, Darwin NT 0800

Attention: Rejuan Hasan

Lessor's Fax no: 08 8935 9900

Email: rhasan@dwn.mcgees.com.au

Lessee

Lessee's address: c/- NT Property Management, GPO Box 3250, Darwin NT 0801

Lessee's Fax no: 08 8999 1400

Lessee's email: ntpm.dcdd@nt.gov.au

SCHEDULE 1

Standards Applicable to Services

(Clause 13.1)

The Lessor and where specified the Lessee must conform with the following standards.

1.1 Air-conditioning

(a) Comfort Conditions

The Lessor must ensure that based on an open plan format, the indoor atmospheric conditions are maintained between 22.C and 25.C Dry Bulb, 65% relative humidity maximum (with the plant in cooling mode) and 20.C – 22.C Dry Bulb (with the plant in heating mode). Comfort conditions must be achieved during Business Hours and during any after hours usage. The Lessor must also ensure that the Air-conditioning Equipment is sufficient to satisfy the people numbers and lighting and equipment loads expected for the office applications for occupancy levels described in Australian Standard AS1668.2-1991. In addition, the Air-conditioning Equipment shall be sufficient to meet the loads associated with fabric, infiltration and ventilation.

(b) Air Change Rates

The Lessor must provide an air-change rate of not less than 8.5 changes per hour.

(c) Mechanical Ventilation

The Lessor must ensure the Air-conditioning Equipment complies with the following standards namely:

- (i) Australian Standard AS1668-air-conditioning and ventilation systems in relation to mechanical services including outdoor air provisions (and in particular Australian Standards AS 1668 Part 1, 1998 and AS 1668 Part 2, 1991);
- (ii) Australian Standard 3823 Part 1.2, 2001 in relation to the performance of electrical appliances (air-conditioners and heat pumps);
- (iii) Australian Standard 4254, 1995 in relation to ductwork for air handling systems in buildings;
- (iv) Australian Standard 2107 in relation to Acoustics – Recommended Design Sound Levels and Reverberation Time for building Interiors;
- (v) Australian Standard 1670 in relation to Automatic Fire Detection and Alarm Systems – System Design, Installation and Commission;
- (vi) Australian Standard 3000 in relation to wiring rules; and
- (vii) Australian Standard 1324 in relation to Air Filters for use in General Ventilation and Air conditions.

The Lessor must also ensure that the Air-conditioning Equipment is zoned in

a manner that enables the system to react to varying thermal loads particularly on perimeter zones exposed to direct solar radiation.

(d) **Air Handling – Microbial Control**

The Lessor must ensure the Air-conditioning Equipment complies with Australian Standard AS 3666 in relation to microbial control (and in particular AS 3666 Parts 1 and 2, 2002).

(e) **Lessee's responsibilities**

The Lessee shall not occupy the Premises in any manner that might substantially interfere with the Lessor's obligations under the above standards. For example, the Lessee should:

- (i) Close any perimeter blinds or shades where possible when direct sunlight is on the external glazing;
- (ii) Ensure that its employees do not tamper with thermostats, obstruct vents or otherwise interfere with the Air-conditioning Equipment; and
- (iii) Rebalance the supply of air quantities within each floor of the Premises or the Building wherever any alterations are made to the Premises by the Lessee (excluding the construction of the Partitioned Area) and such alterations affect the supply of conditioned air.

1.2 Elevators

(a) **Elevator Reliability**

The Lessor shall use its reasonable endeavours to ensure that any elevators which serve the Premises deliver a high standard of performance and reliability and that if the Lessee identifies any failings in such performance and reliability that such failings are promptly and effectively addressed.

(b) **Service Compliance**

Any such elevators shall be supplied and maintained in a manner that complies with Australian Standard AS 1735 Part 1, 2003 – general requirements, Part 2, 2001 – passenger and goods lifts electrical, Part 11, 1986 – fire rated landing doors and Part 12, 1999 – facilities for persons with disabilities.

1.3 Fire Standards

- (a) The Lessor must ensure that the requirements of the *Building Act* and/or the Building Code of Australia are satisfied in relation to fire safety and in particular specification C1.10 (Building Code) Fire Hazard Properties – General and Fire Hazard Properties – floor, walls and ceilings.
- (b) The Lessor must ensure that any thermal and /or smoke detection system or devices comply with Australian Standard AS 1670.

1.4 Lighting

- (a) The Lessor shall comply with Australian Standard AS/NZS 1680 and without limiting the generality thereof shall provide light fittings and power supply in accordance with the following specifications:

- (i) maintained illuminance level not to exceed 400 lux for 95% of the net lettable area (as measured at the working plane);
 - (ii) lighting to telecommunications rooms to be 500 lux at one (1) metre above floor level; and
 - (iii) use single tube fluorescent luminaires or other lighting technology which provides the equivalent or higher lighting capability.
- (b) The Lessor and the Lessee are strongly encouraged to ensure that the lighting design should comply with section J (Energy) of the Building Code of Australia as set out in the Australian Standard AS/NZS 1680.

1.5 General Electrical

The Lessor must ensure that the general electrical installations comply with Australian Standard AS/NZS 3000.

SCHEDULE 2

Repainting and Recarpeting Specifications

(Clause 22.1)

2.1 Carpet Standards

Provide carpet tiles of “non-stick”, non-curling types capable of being taken up without damage and then re-laid in different positions. The tiles shall be modular ranging from 450-500mm in size which at a minimum must comply with the following specifications:

- Construction- Tufted loop pile modular carpet. Yarn utilisation >80%;
- Face Yarn- 100% Nylon;
- Gauge 39.8 per 10cm- Minimum 10th gauge;
- Finished pile height- Minimum 3.5mm average;
- Backing- minimum PVC content with Recycled content minimum 37% and recyclable backing;
- Total thickness- Minimum 6.5mm;
- Module size- ranging from 450-500mm in size;
- Soil protection- 3M anti-soiling system or equivalent;
- Electrostatic propensity- Less than 3.5kV at 21 degrees and 20% RH; and
- ACCS Grading- CEHDS- Contract Extra Heavy Duty and Stairs.

The tile installation method shall be random four ways, omni directional.

2.2 Linoleum and Vinyl Standards

Where required, provide a resilient low-maintenance floor in the Lessee's choice of colour. Flooring must be properly sealed and finished to manufacturer's specification. Must be a minimum of R10 slip resistance rating. A low maintenance regime is preferable for care of flooring. Avoid the use of vinyl.

OR

Where required, provide seamless resilient low-maintenance vinyl in the Lessee's choice of colour, properly sealed and finished to manufacturer's specification.

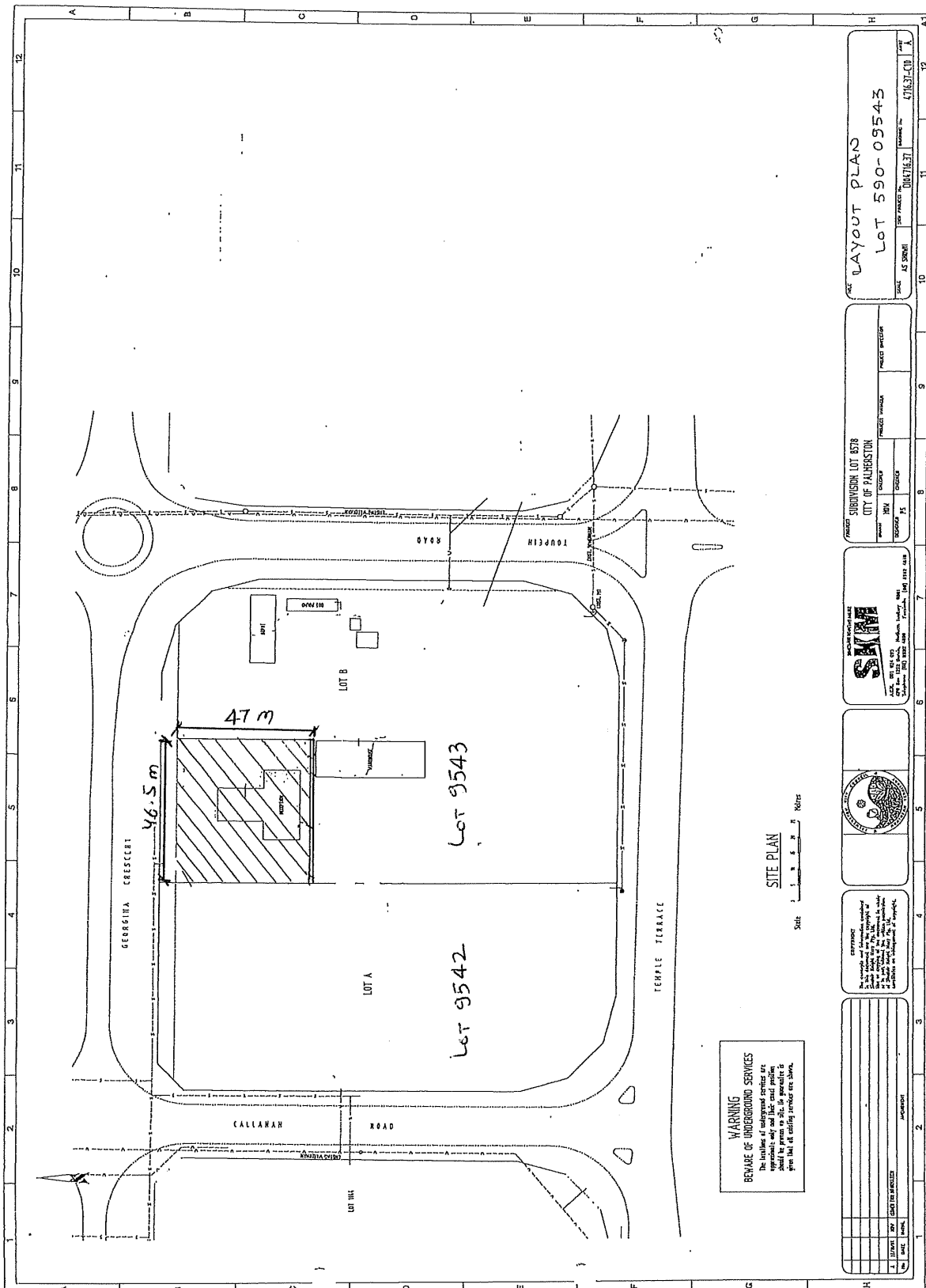
2.3 Paint

Internal walls to be painted with paint volatile organic compound (“VOC”) that vaporise (become a gas) at ambient room temperature content is not to exceed 16 g/litre.

Doors to be painted with low VOC full gloss paint.

SCHEDULE 3

Plan of the Premises



SCHEDULE 4

Plan of the Partitioned Area

Not applicable

Schedule 5

Amendments to Lease Covenants (Clause 31.2)

The Memorandum of Common Provisions No. 372162 is varied and amended in the following manner:

1. In Clause 1.1 the definition "Services" is amended by deleting subclause (b) as follows:

"(b) all elevators and/or escalators installed in the Building;"

2. Clause 25.1 is deleted.

3. Clause 32 is amended such that:

- a) in subclause (a)(ii), the words "*transmitted email*," is inserted after the words "*must be delivered or sent by*" and before the words "*certified mail*"; and

- b) new subclause (c) is inserted as follows:

"(c) A notice, consent of approval sent by email is taken to be received by another party, if transmitted to a party's email address and no error or bounce-back message is received, on the day of transmission."

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.11
REPORT TITLE:	Local Roads and Community Infrastructure Phase Three
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	Director City Growth & Operations, Nadine Nilon
APPROVER:	Chief Executive Officer, Luccio Cercarelli

COMMUNITY PLAN

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

PURPOSE

The purpose of this report is to present to Council information regarding the Australian Government Local Roads and Community Infrastructure Phase Three funding, and an update on current projects.

KEY MESSAGES

- There have been two Australian Government Local Roads and Community Infrastructure (LRCI) phases to date;
 - Phase 1 – \$411,889 to be delivered by 30 June 2021
 - Phase 2 – \$1,280,590 to be delivered by 31 December 2021
- The funding to date has encouraged road-related and community infrastructure projects, as such Council has committed to a broad range of projects, including accessible playground infrastructure, playground shading, public toilets, dog parks and road renewal.
- The majority of projects from phases 1 and 2 are either complete or underway, with further detail provided within this report.
- LRCI Phase 3 has been announced by the Australian Government. Council has been offered \$823,778. for projects commencing after 1 January 2022 and for completion by 30 June 2023.
- Details around potential funding conditions have not been provided at the time of writing this report, and therefore projects are not being nominated.
- This report is being provided for information in relation to LRCI Phase 3 and a further report will be prepared by December 2021 regarding the project nominations.
- The Mayor has written to the Deputy Prime Minister, thanking the Australian Government for its assistance and the opportunity to deliver these projects to the Palmerston Community.

RECOMMENDATION

1. THAT Report entitled Local Roads and Community Infrastructure Phase Three be received and noted.
2. THAT a report be presented to Council by December 2021 regarding the project nominations for Local Roads and Community Infrastructure Phase 3.

BACKGROUND

The Local Roads and Community Infrastructure (LRCI) Program is part of the Australian Government's \$1.8 billion boost for road and community projects through local governments across Australia. The LRCI Program supports local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies. This funding is designed to stimulate growth and create jobs in local communities following the impacts of COVID-19.

Council has received two phases of funding to date;

- Phase 1 – \$411,889 commencing 1 July 2020, to be delivered by 30 June 2021
- Phase 2 – \$1,280,590 commencing 14 December 2020 to be delivered by 31 December 2021

The Mayor has written to the Deputy Prime Minister, thanking the Australian Government for its assistance and the opportunity to deliver these projects to the Palmerston Community.

Council has recently received notification of Phase 3 being prepared for works commencing after 1 January 2022, with completion by 30 June 2023. This is part of an additional \$1 billion to the program committed through the 2021-22 federal budget.

The grant is being administered by the Department of Infrastructure, Transport, Regional Development and Community Department.

DISCUSSION

Phase 1

Phase 1 projects, totalling \$411,889, were endorsed by Council on 4 August 2020.

The projects are listed below with an update on their current status.

Project	Project Cost	Scheduled Completion	Actual Spend	Status
Reggie Park – Pathway	\$91,889	11/20	\$88,611	Works complete, savings identified of \$3,278
Palmerston Swimming & Rec Centre Carpark – Shade Structure	\$120,000	05/21	\$0	Behind schedule, extension required and is being sought.
Maurice Terrace (Bakewell) Dog Park	\$150,000	04/21	\$168,371	Works complete. Final costs being reviewed.
Regional Park – Accessible Play Equipment Play	\$50,000	06/21	\$0	Contract awarded (\$42,300), works scheduled June, extension may be required if there are delivery delays with the equipment. Surplus funds to be used for signage and related access infrastructure.
	\$411,889		\$256,982	

There have been some minor under and overspend. Underspent projects will be requested to fund any overspend, with any additional funds required to come from existing projects. At this time, the total of all projects is within the available funding.

As noted, extensions will be requested for the completion of the accessible playground infrastructure, and the swimming pool car park shade structure.

Phase 2

Phase 2 projects, totalling \$1,280,590, were endorsed by Council on 19 January 2021. As per the agreement, the projects require completion by 31 December 2021. The information below, including dates, are as per the approved works schedule.

Project	Project Cost	Scheduled Completion	Actual Spend	Status
Public Toilets: • Joan Fejo Park • Marlow Lagoon Reserve (Dog Park)	\$450,000	08/21	\$1,000	Exeloo's ordered (\$316,240), 12-16 week delivery. Potential delay to scheduled completion. Spending to date related to survey works.
Dog Pound Stage Two	\$175,000	09/21	\$0	Tender advertised in May, no submissions, new tender process to occur in June.
Playground Shading – Joan Fejo Park	\$150,000	06/21	\$0	Works committed (\$75,900), scheduled for June. Potential savings of approximately \$70,000 identified.
New Dog Park – Zuccoli/Johnston	\$350,000	11/21	\$0	Design underway.
Temple Terrace – Road Reconstruction	\$345,000	06/21	\$0	Tender closed, assessment underway. Works likely to be delayed to July-August 2022.
	\$1,280,590		\$1000	

All projects are on track, with minor extensions of nominated timeframes relating to the schedule to be requested as required. All works are anticipated to be completed by December 2021 in accordance with the funding.

Phase 3

The notification to Council, was received through the mailing list for the LRCI program, on behalf of The Hon Michael McCormack MP, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, and The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government.

The notification advised Council that it would be receiving \$823,778.

Phase 3 notification has been provided to Council with over six months' time to consider, and an 18 month time frame for delivery.

Whilst guidelines and agreements have not been prepared at this time, the notification provided some indication of the intent of the Phase 3 funding;

Through providing a longer delivery timeframe, Phase 3 will provide local governments the time to consider broader scopes and potentially take up larger, more complex builds. Phase 3 will continue to assist local governments to deliver local road and community infrastructure projects, as well as create local job opportunities particularly where employment in other sectors have been negatively impacted.

Given the longer construction period, we would strongly encourage you to identify priority projects that maximise the opportunity for a range of workers to be retained, redeployed and employed to deliver shovel ready projects that provide economic stimulus and benefits to communities.

Due to the unknown details of the funding guidelines and commencement not until 1 January, it is recommended that Council provide a report, no later than December 2021, with a list of recommended projects. Council officers will also use this time to review its strategic projects, programs and asset data to understand potential opportunities and inform the recommended project list. The potential projects may include implementation of the Play Space Strategy outcomes, the Sustainability Strategy, Zuccoli Community Hub and asset renewal such as road reconstruction.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

As discussed within this report, all projects are funded through the LRCI program. Where additional funds are required, these will be offset by LRCI project savings and existing programs (if required). At this stage, no additional funds outside of the program(s) have been identified as being required. This will provide \$823,778 of unexpected funding into Council's budget over 2021/2022 and 2022/2023. This funding will have a positive impact for the Palmerston Community.

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.

7 Fails to be agile to respond to growth opportunities

Council will need to consider projects which comply with the program requirements which are not realised at this time. This will be addressed in a future report.

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

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.12
REPORT TITLE:	Palmerston Kite and Drone Festival Sponsorship Request
MEETING DATE:	Tuesday 15 June 2021
AUTHOR:	Executive Assistant to Director of Lifestyle and Community, Tree Malyan
APPROVER:	Deputy Chief Executive Officer, Amelia Vellar

COMMUNITY PLAN

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

PURPOSE

This report seeks Council approval to write to Mr Andrew Arthur from Nightcliff Arts Music and Culture Incorporated to advise that the City of Palmerston will not be providing sponsorship to hold a Kite and Drone Festival in Palmerston in 2021/2022.

KEY MESSAGES

- Mr Andrew Arthur, Chair of the Nightcliff Arts Music and Culture Incorporated presented a proposal to Council seeking sponsorship and support to hold a Kite and Drone Festival in September 2021 at Marlow Lagoon.
- Council staff have determined that they do not have the capacity to hold a new major event such as the Kite and Drone Festival in Palmerston in September 2021.
- Council has already programmed their calendar of events and activities for 2021-2022 and has allocated the available budget to these events accordingly.
- Given this, council staff recommend that a letter be written to Mr Arthur to thank him for his presentation to Council, advising that we will not be supporting his request for sponsorship at this time.
- Council encourages Nightcliff Arts Music and Culture Incorporated to apply for sponsorship through Council's Community Benefit Scheme community grants program, for a possible future event.

RECOMMENDATION

1. THAT Report entitled Palmerston Kite and Drone Festival Sponsorship Request be received and noted.
2. THAT Council writes to the Nightcliff Arts Music and Culture Incorporated, to thank them for their presentation to Council and to advise that Council will not be providing sponsorship for the Palmerston Kite and Drone Festival in 2021/2022.

BACKGROUND

At the 2nd Ordinary Council Meeting on 20 April 2021, Mr Andrew Arthur, Chair of Nightcliff Arts Music and Culture Incorporated (NAMCI), presented a proposal seeking sponsorship and support to hold a Kite and Drone Festival in September 2021 at Marlow Lagoon, **Attachment 13.2.12.1.**

Nightcliff Arts Music and Culture Incorporated (NAMCI) is a strong volunteer and community supported not-for-profit organisation and have run the popular Nightcliff Seabreeze Festival since 2005. NAMCI is seeking sponsorship of \$50,000 from Council to deliver the festival. The proposal is for a free afternoon/evening event, which would include entertainment, food stalls and information booths, as well as art, kite, and drone workshops.

DISCUSSION

Following receipt and consideration of the presentation from the Chair of NAMCI, Mr Andrew Arthur, Council staff have determined that there is not the capacity to hold an additional major event such as the Kite and Drone Festival in Palmerston in September 2021.

Funding of \$50,000 is not available in Council's draft events budget for 2021/2022 as all funds are allocated to other events. Council staff also raised some concerns about delivering a new event of this scale with such a short period to prepare even with an experienced partner such as Nightcliff Arts Music and Culture Incorporated. For future funding requests further details of what Council funds would be specifically used for and the role in which the partner expects Council to play would be advantageous. Council staff also noted that NAMCI wished to host the event at Marlow's Lagoon which has limited event infrastructure and facilities. Staff also questioned whether a kite event in September would be feasible given the weather at that time of year.

Staff recommend that a letter be written to Mr Arthur to thank him for his presentation, advising that Council will not be supporting his request for sponsorship at this time.

Council's Community Benefit Scheme can be accessed by Community groups wishing to host events for the Palmerston Community. Council staff encourage NAMCI to apply for sponsorship through Council's CBS grant program for a possible future event.

CONSULTATION PROCESS

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

POLICY IMPLICATIONS

There are no policy implications for this report.

BUDGET AND RESOURCE IMPLICATIONS

The proposal from the Nightcliff Arts Music and Culture Incorporated includes a request for \$50,000 in sponsorship to deliver the proposed Kite and Drone Festival in September 2021. As Council has already set the calendar of events for 2021-2022 and allocated budget accordingly, it does not have the capacity to accommodate this request.

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.

Council supports and facilitates a number of community-led events. Although Council does not have the capacity to approve this request, the applicant will be encouraged to apply through the CBS grant program for possible future sponsorship of this event.

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. Kite and Drone Festival Proposal [13.2.12.1 - 4 pages]

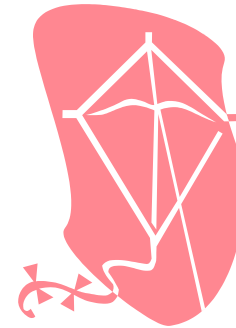
Nightcliff Arts Music and Culture

- NAMCI (Nightcliff Arts Music & Culture Inc)
is a strong volunteer and community supported NFP organisation.
- *It has been running Nightcliff Seabreeze Festival (NSF), providing a local forum for all facets of arts and culture since 2005.*
- *Growing and evolving with community needs*
- *Now providing a platform for a thousand artists each year*
- *Enhances culture, lifestyle and sense of belonging by placing relevant events into the landscape*



Palmerston Kite & Drone Festival

- Marlow Lagoon Recreation Reserve
- 2 Stages of Entertainment with Bars
- Food Stalls and Information Booths
- Interactive Art
- Workshops – Kite making and Drone flying
- Proposed for September dates TBC
- Free event, starts in the afternoon, continues into the night



Community Benefits

- Return on Investment for Seabreeze is 20:1
- Engagement with broad spectrum of community
- Stage infrastructure, equipment & experience
- Can deliver a large scale community event worth \$200k with only \$50k investment
- Flexible to align with Palmerston Council Values & Policies

COUNCIL REPORT

2nd Ordinary Council Meeting

AGENDA ITEM:	13.2.13
REPORT TITLE:	Palmerston Student Voice Positive Choice Grant Application – Recycling Initiative
MEETING DATE:	Tuesday 15 June 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 Council approval for the allocation of \$7178 (incl. GST) as an Environmental Initiatives Grant to the Student Voice Positive Choice Committee (SVPC) for the development of a community waste education program.

KEY MESSAGES

- SVPC have applied for an Environmental Initiatives Grant under the Community Benefits Scheme, to fund the development of a community waste education program.
- SVPC is a coalition of 10 Palmerston schools, formed to empower students to create positive changes within our community. Each year the students decide on an initiative they would like to promote, with the 2021 focus being 'recycling'.
- The 2021 SVPC program involves an inter-school design competition, resulting in an educational bin sticker for Council's recycling bins. The stickers will include positive recycling messages and the dos and don'ts of recycling.
- It is estimated that 5,000 A4 sized bin stickers will be produced under the program.
- Should SVPC's Environmental Initiatives Grant application be successful, the interschool design competition will be run in term three of 2021.
- As the grant request is over \$2,000, it is being presented to Council for consideration.
- It is recommended that the Grant is approved due to the long term positive community education outcomes.

RECOMMENDATION

1. THAT Report entitled Palmerston Student Voice Positive Choice Grant Application – Recycling Initiative be received and noted.
2. THAT Council approves the allocation of \$7178 (incl. GST) as an Environmental Initiative Grant to the Student Voice Positive Choice Committee for the development of a community waste education program.

BACKGROUND

The SVPC program was formed in 2018 to change the student narrative in Palmerston for the better. The aim was to empower students to undertake positive actions for the benefit of their local community.

There are 11 schools involved in SVPC, 10 Palmerston schools and 1 rural school. Since its inception the program has resulted in many positive outcomes such as fund raising for the RSPCA, fundraising for the Starlight Foundation and the launching of the 'NT Acts of Kindness Challenge'.

This year, the student's focus is on improved recycling practices by influencing the community's recycling behaviours. They aim to hold an inter-school competition to design posters containing 'how to' recycling messages and slogans. The winning designs are to be developed into a sticker that can be applied to Council's domestic recycling bins, with an anticipated 5 different designs to be incorporated into stickers.

SVPC have approached the City of Palmerston for collaboration in the program, including assistance with:

- Information on correct recycling requirements.
- Design and style guidance for the stickers.
- Promotion through our social media outlets.
- Provision of in school and online waste education material for school age children.

SVPC have also applied for \$7177.50 (incl. GST) in an Environmental Initiatives Grant, to fund 50% of the final printing costs of the stickers. SVPC's Environmental Initiative Grant application **Attachment 13.2.13.1. 2021 SVPC Environmental Initiative Grant Application Recycling Project.**

DISCUSSION

This community led project will have far reaching outcomes relating to waste management and education, and environmental sustainability. The stickers, once placed on the bins, will be a constant reminder to the broader community to recycle correctly. There will also be several opportunities for City of Palmerston to offer waste education programs to the schools throughout the competition period. It is known that behaviours learnt by children in schools are easily transferable to other members of their family. If the City of Palmerston enters a collaboration with SVPC, a 2021 school-based waste education program will be developed and presented through this platform.

Initial discussions with SVPC also included the possibility of the students helping to develop an education video on recycling, that can be used by City of Palmerston in our media promotions on the correct use of our recycling bins.

Waste education has been proven to improve community recycling behaviours within the City of Palmerston. This was demonstrated through the recent 'Take the Pledge' program, which resulted in domestic recycling contamination rates reaching a low of 32% in November 2020, a significant reduction from 81% in December 2019. City of Palmerston is keen to build on this recent success and continue to offer our advice to residents on reducing our environmental footprint through greater waste diversion. This bin advertising campaign will be an effective platform for delivering this advice.

Logistics and Timelines

The competition will be run for 5 weeks over school term three. Five winning posters will be chosen from within the schools to be turned into stickers. City of Palmerston will have input and direction over allowable content and style guide for the stickers. The final stickers will be distributed through the

eldest child of each family, with an approximate 5,000 stickers to be distributed. A 'how-to-guide' of where to place the stickers on the bins will also be provided, to ensure that the ongoing messaging is clear and consistent.

CONSULTATION PROCESS

The project has been developed through extensive consultation between the 10 schools dating back to February 2021. City of Palmerston has met with the SVPC chairperson twice to discuss the project.

City of Palmerston will also attend the next SVPC meeting on Friday 11 June 2021, in which this project and Council's other waste education programs will be discussed.

POLICY IMPLICATIONS

The grant funding will be administered under *FIN18 Grants, Donations, Scholarships and Sponsorships*.

SVPC's application has met all compliances required under this policy, including details on the project, the link to the Community Plan, proposed project budget and alternative sources of funding (i.e., SVPC themselves will be funding all other components). For the applications compliance to policy FIN18 see **Attachment 13.2.13.1. 2021 SVPC Environmental Initiative Grant Application Recycling Project**.

In addition, as the grant application is more than \$2,000, in accordance with the policy it has been referred to Council.

BUDGET AND RESOURCE IMPLICATIONS

To date, \$2,961.86 has been awarded under the Environmental Initiatives Grant in the 2020/21 financial year.

Due to the timing of the SVPC application it is likely that this program will be awarded in the 2021/22 financial year, as such there will be \$20,000 available in Environmental Initiatives Grants funding from 1 July.

As SVPC is comprised of local schools, they are applying as a commercial entity and are therefore subject to 50% of the project costs. The costs they have listed are for printing only, there may be additional costs incurred (such as professional design costs) throughout the course of the project. It is recommended that SVPC be eligible for additional funding under the environmental initiatives grant should the progression of the project require it. Further applications from SVPC will be subject to policy compliance and budget availability.

Council will also provide in kind support to the project and additional resources if required, in conjunction with annual waste education activities.

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.

Operational risks were also assessed as part of the review of the application. There is a risk that the display of stickers on Council bins makes them appear untidy. However, this risk is mitigated by ensuring that City of Palmerston has control over the style and content of the stickers. In addition, providing a 'how-to' guide on the application of the stickers will reduce inappropriate placement by households.

In addition, it also takes away the possibility to use the bins as an information platform for other community services such as neighbourhood watch and road safety/speed signs. However, the benefits of improved recycling, and the link to the correct use of the bins, outweigh the potential need for other community groups to use the bins for education. Requests for the use of bins for messaging are considered on a case-by-case basis, and Council is not currently working on any other bin-related messaging programs.

An additional risk has been identified through the school composition of SVPC, with one rural school recently joining the committee. SVPC have indicated that it will only be the 10 Palmerston schools involved in competition.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

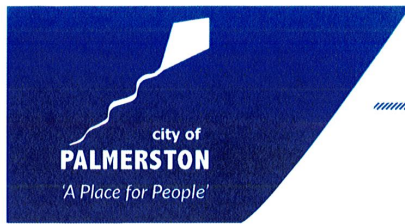
This project meets Objective 5.1 of the Community Plan. Specifically, it is an initiative that will raise the awareness of the community on what actions they can take to lower their environmental footprint. It encourages people to adopt best practice recycling behaviours.

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. 2021 SVPC Environmental Initiative Grant Application_ Recycling Project [13.2.13.1 - 11 pages]



APPLICATION FORM

GRANTS AND DONATIONS

REQUESTS IN EXCESS OF \$2000

Organisation Name: Student Voice Positive Choice

Contact Name: Emma Hansen

Position of Contact: Student Voice Positive Choice Coordinator / Assistant Principal

Telephone: 08 8935 9000

Mobile: 0401 867 430

Email: emma.hansen@education.nt.gov.au

Address: C/- Bakewell Primary School

Postal Address: PO Box 1300, Palmerston NT 0831

Account Name: Bakewell Primary School

Account Number: 122585

BSB: 035316

Amount Requested: \$7177.50

ABN: 84991275260

Activity Name: SVPC Bin Wraps

Activity Date: July - October 2021

Location of Activity: 10 participating schools in Palmerston

☒ **Environmental Initiative** (Please tick if this request relates to an Environmental Initiative)

ATTACHED WRITTEN APPLICATION WHICH INCLUDES:

PLEASE ATTACH THE FOLLOWING DOCUMENTATION TO YOUR WRITTEN APPLICATION:

☒ Details of project, Detailed project budget, Evidence of alternate sources of funding to a minimum of 30% of project costs.

☐ Most recent audited financial statement (If application exceeds \$10,000)

☐ Proof of registration as Community, NFP or Incorporated body School

☒ Contact details of Elected Office Holders

☒ Proof of appropriate insurance, certificate of currency

☒ Minuted details of your organisation's resolution to request funding

Please see overleaf for further information about Environmental Initiatives

Funding of this proposed activity/event/item will benefit the Palmerston Community, by:

Using student voice to provide positive messages that encourage recycling at home and in the community. By reducing general waste. Through pride of design.

and relates to the following goals and strategies in the City of Palmerston Community Plan:

Goals 1, 4, 5 and 6


Signed: 


Date: 03/06/2021

PLEASE RETURN COMPLETED FORM WITH ATTACHED APPLICATION TO THE CITY OF PALMERSTON

 In Person: Civic Plaza, 1 Chung Wah Terrace, Palmerston

 PO Box 1 Palmerston NT 0831

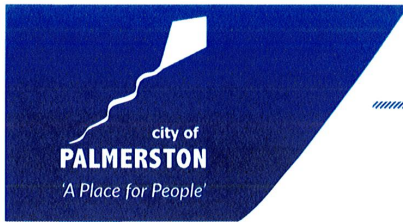
 8935 9922

 8935 9900

 palmerston@palmerston.nt.gov.au

The City of Palmerston complies with the information Privacy Principles contained in the Information Act (NT). These principles protect the privacy of personal information collected and held by Council. Council's privacy statement is available from the City of Palmerston, Civic Plaza, 1 Chung Wah Terrace, or via our website on www.palmerston.nt.gov.au.

CITY OF PALMERSTON - GRANTS REQUESTS EXCESS \$2000 APPLICATION / 1



APPLICATION FORM

GRANTS AND DONATIONS

REQUESTS IN EXCESS OF \$2000

ENVIRONMENTAL INITIATIVES

X

Council will support environmental initiatives up to a cumulative total of \$20,000 per annum, where there is a demonstrated improvement that can be achieved in the environment as a result of the project/initiative. These initiatives may include, but are not limited to:

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

When completing this form about how your activity relates to the City of Palmerston Community Plan, the above examples may be a useful reference.

X

Grant funding will be available to commercial entities. Funding is allocated on a per Environmental Project/Initiative, per year, subject to 50% of the cost of the project being matched by the applicant.

DECLARATION COMMERCIAL ENTITIES ONLY

I confirm that our organisation will contribute 50% of the total cost of the project specified in accordance with Council Policy FIN18 – Grants, Donations, Scholarships and Sponsorships, Clause 4.6 – Environmental Initiatives.

Signed:

Date: 03/06/2021

PLEASE RETURN COMPLETED FORM WITH ATTACHED APPLICATION TO THE CITY OF PALMERSTON

In Person: Civic Plaza, 1 Chung Wah Terrace, Palmerston

PO Box 1 Palmerston NT 0831

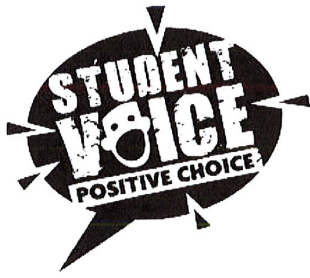
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CITY OF PALMERSTON - GRANTS REQUESTS EXCESS \$2000 APPLICATION / 2



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

City of Palmerston,

RE: GLOBAL INITIATIVE – Recycling

Student Voice Positive Choice is a Palmerston schools initiative involving 10 schools in the Palmerston community, and one school in the rural community.

As part of our GLOBAL focus each year, students meet to discuss an initiative or organisation to support to **make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.**

In 2021, students discussed recycling would be our collaborative focus. **Students would like have a strong voice in the community and work together to stand up for what is right.** This has led to each school taking on an individual recycling focus, promoting and engaging their school community to think deeper about recycling. Student leadership groups will spend time educating and promoting their recycling initiative.

In addition, schools will collectively advertise schools' recycling initiative to our greater community, encouraging families to recycling beyond their own school.

Another element to this focus, is to create a domestic bin wrap, for home recycle bins to promote greater recycling in the household.

Currently, the % of recycling has declined in the Palmerston community and more needs to be done to reduce general waste.

Student Voice Positive Choice would like to run an in-schools competition.

Students would design a poster to feature on a bin wrap, promoting recycling at home. These bin wraps would include an art graphic (related to theme), relevant recycling information and City of Palmerston and Student Voice Positive Choice (and any additional sponsor) branding. The designs would be printed on vinyl, weather resistant stickers, and will be applied to the exterior of domestic rubbish bins in households.

This initiative would be marketed within the 10 Palmerston schools and printed designs – featuring our children's artwork, would be distributed to 5000 residents.

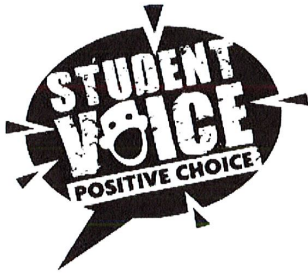
This is an initiative of education, pride and size to make a difference to the waste reduction within the Palmerston Council region.

I have met with Katie O'Neill to discuss this idea and to find other ways that we could work with council to promote recycling, including supporting with messages for City of Palmerston marketing. As this initiative would reach many residents, we could share the marketing and promote the joint initiative as a collaborative project.



COUNCIL AGENDA

Attachment 13.2.13.1



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

Student Voice Positive Choice would arrange the art work/competition, then connect with your designing department to produce a professional design. We have arranged a quote for 5000 wraps and request 50% funding of the print price as a grant request.

Student Voice Positive Choice would fund the remaining costs of production.

Wraps would be distributed through schools (eldest family member) and instructions provided on how to attached the wrap.

Imagine driving down the street on Recycle collection day to see our children's art work, promoting recycling!

Estimated time line:

- Competition runs Week 1-4 (Term 3). In school promotions, education and recycling initiatives.
- Design and ordering Weeks 5-9 (Term 3).
- Delivery to households Week 10 (Term 3) *pending supply turn around

This environmental initiative meets City of Palmerston Community Plan in the following ways:

- ¹Family and Community: Students and families become part of the environmental solution through art competition, recycling education and awareness and coming together to stand up for what is right. A bin wrap (designed by Palmerston children) will show pride in our community.
- ⁴Future Focused: Innovation and design through the art competition allows students to share their message. Promoting waste reduction sends a clear message and call to action in our community. The bin wrap in a innovation idea to share this message.
- ⁵Environmental Sustainability: Reducing waste and improving our communities' knowledge of recycling will support our environment and contribute to a sustainable future.
- ⁶Governance: 10 schools in the Palmerston community working together to stand up for what is right – Student Voice at its most powerful!

We hope you are able to see value in this initiative and support this project.

Please let me know if you require further information. We look forward to learning of the outcome.

Regards,

Emma Hansen

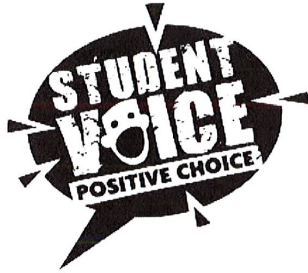
A handwritten signature in black ink, appearing to read "Emma Hansen".

Student Voice Positive Choice, Schools Coordinator



COUNCIL AGENDA

Attachment 13.2.13.1



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

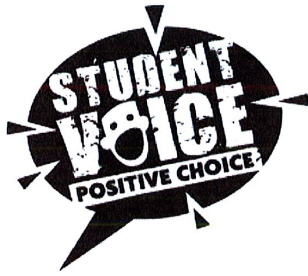
2021 GLOBAL initiative

Date	ACTION	PROGRESS/INFORMATION	Contacts	✓
Term 1 Week 4	SVPC Summit	Students to identify GLOBAL focus Recycling - Group activities identified to target local parks and communities To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.		✓
Week 7		<ul style="list-style-type: none"> Contact council re implementing recycling in the community Initiative needs to be sustainable. E.g. adding new bins requires additional long term collection (cost to rate payers)	Council: Sustainability grants – Katie O'Neill	
Week 8 29th Feb	Coordinator meeting	School Initiative – individual school recycling initiative eg. ink cartridges, bread clips, poppers <ul style="list-style-type: none"> School to share individual recycling details Emma to email schools to gain local initiative Emailed 9/4/21. Hope to share information with schools early Term 2 Create visual to share collaborative recycling initiatives Emma to contact council for support to create a vinyl sticker for residential bins to promote recycling awareness & knowledge in community Emailed 18/4/21 emailed Katie & CoP for direction & support. To follow up with phone call during week. Emma to discuss council grants Consider sponsors if Council not supportive Competition for sticker wrap for recycling bins at home Poster design competition Decal for all students in SVPC Palmerston schools Marketing Consider shopping centre marketing of recycling decal design 	All schools forward information. AJ to crate visuals Emma to share with schools.	✓
Mon 11th May 2021	City of Palmerston meeting – Katie O'Neill	Discussed vinyl stickers for residential bins. Council supportive. To apply for funding which will enact a 'notice to council.'	Emma	
2nd June 2021	Grant	Submitted	Emma	✓



COUNCIL AGENDA

Attachment 13.2.13.1



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

BUDGET 2021

Imagine driving down the street on Recycle collection day to see our children's art work, promoting recycling!

PROJECT - RECYCLING

In 2021, students discussed recycling would be our collaborative focus. **Students would like have a strong voice in the community and work together to stand up for what is right.**

Estimated time line:

- Competition runs Week 1-4 (Term 3). In school promotions, education and recycling initiatives.
- Design and ordering Weeks 5-9 (Term 3).
- Delivery to households Week 10 (Term 3) *pending supply turn around



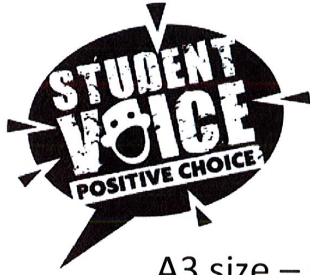
	SUPPLIER	COST	INFORMATION
School recycling initiative – marketing and design	SVPC marketing	\$500	
SVPC Summit	SVPC	\$5000	Focus TBC 100 students to participate across schools
SVPC Bin Wrap Outdoor vinyl stickers 5000 QTY ***	Brandit	\$14355	50% SVPC 50% City of Palmerston sustainability grant
SVPC Bin Wrap initiative – Professional design	City of Palmerston (graphic designer)	N/A	SVPC to work in collaboration with CoP
SVPC Bin Wrap marketing across schools	SVPC marketing	\$1000	Competition template Competition marketing Promotional marketing

Council Grant request 50% of decal costs - \$7177.50



COUNCIL AGENDA

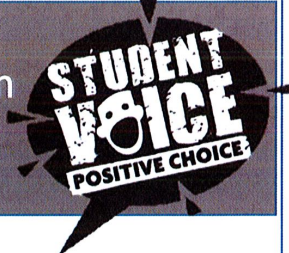
Attachment 13.2.13.1



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

A3 size – positioned on domestic recycling bin face

Logos and branding information Initiative Information	
<p>Student Art Design/recycling promotion</p>	
<p>Recycling Information</p>	



COUNCIL AGENDA Attachment 13.2.13.1



JAC Traders Pty Ltd
trading as **Brandit NT**
62 McMinn Street
DARWIN NT 0800

ABN: 22 009 629 592

GPO Box 2725
DARWIN NT 0801

Telephone: 8942 3322

Facsimile: 8941 0208

Email: jodi@branditnt.com.au

Invoice To: Department of Education

Emma Hansen
Assistant Principal
Driver Primary School
tel: (08) 8935 9000
e: emma.hansen@education.net.gov.au
w: www.driverprimary.nt.edu.au

QUOTE

Invoice Number: **00080725**

Date: 25/05/2021

Customer contact:

Customer phone:

Comment

Customer Reference: **Driver Primary**

Item Code	Item Description	Qty	Cost per item (ex)	Disc %	Cost (ex)	GST	Sub-total (incl)
PROMO	Outdoor Vinyl Stickers 300mm x 400mm straight cut with peel tab	5,000	\$2.61		\$13,050.00	\$1,305.00	\$14,355.00
Total GST included in this invoice:					\$1,305.00		
Sarah Moore					Freight		\$0.00
					Total (incl)		\$14,355.00
					Amount Paid		\$0.00
					Balance		\$14,355.00

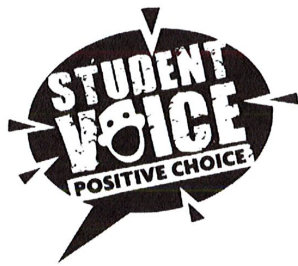
This quote is valid for 7 days from the above date.

A 30% deposit will be required on all sublimated and screenprinted jobs

Please note this is a quote only, and prices may vary once artwork is provided

COUNCIL AGENDA

Attachment 13.2.13.1

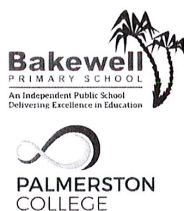


SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

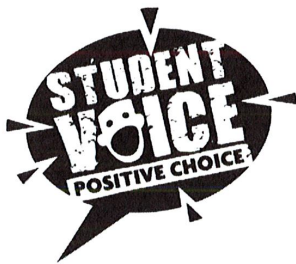
MINUTES	Monday 29 th February, 2021 (<i>rescheduled due to Meaningful Math conflict</i>) 3:30-4:30pm – Rosebery Primary School (Host Jarred Rees - Rosebery Co-ordinator)
Attendees	Meeting Chair – Emma Hansen (PSC Co-ordinator) Minutes - Allison Stewart (Woodroffe) Teacher Co-ordinators – Lana Menadue (Bakewell), Dominic O'Neill (Driver), Lauren Ireland (Durack), Sally Strange (Gray), Jarred Rees (Rosebery), Nikki Konieczny (Zuccoli),
Apologies	Gretchen Prime, Kate Harden, Delise Keitaanpaa, Shane Pilkie

	Agenda Item	Details	Actions
All	Welcome (3)	Jarred shared acknowledgement that Rosebery do with EC students at assembly each week. School Share – 1 SVPC student leadership action at your school Durack – organised and led events for Harmony week including greetings in other languages Bakewell – quiet courtyard with games, chalk every day recess and lunch Rosebery – Easter Fundraiser – Hot Cross Buns -School Council towards new playground Driver – wrote down skills needed for leaders planning a survey to collect data Zuccoli – survey to collect data as to what students would like to see in Zuccoli Woodroffe – setting up recycling	Acknowledgment of Country
Emma	Outstanding (10)	NA	
Lauren	SVPC Summit	<ul style="list-style-type: none"> SVPC GLOBAL focus is recycling Student ideas from Summit have been scanned and shared: new bins in council common areas, decorating existing bins, 10c recycling, recycling bins in parks Discussed realistic goals / achievable by group Emma has made initial contact with Council re implementing recycling in the community – Obtained contact for sustainability grants – Katie O'Neill Coordinator discussions & decision: <ul style="list-style-type: none"> All Palmerston schools will focus a recycling initiative within each school 	Global Initiative – Recycling Group activities identified to target local parks and communities To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.
Emma			
ALL			



COUNCIL AGENDA

Attachment 13.2.13.1



SVPC Mission & Values

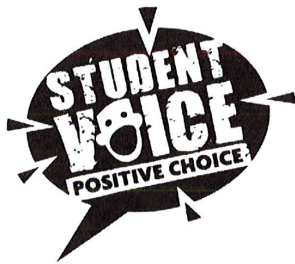
To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

	GLOBAL Initiative	<ul style="list-style-type: none"> School will share recycling details with school communities to advertise in newsletters. Drop off points (individual schools) Contact council for support to create a vinyl sticker for residential bins to promote recycling awareness & knowledge in community Poster design competition Decal for all students in SVPC Palmerston schools Consider shopping centre marketing of recycling decal design <p>End Goal – School Initiative – individual school recycling eg. ink cartridges, bread clips, poppers Global Focus – competition for sticker wrap for recycling bins at home</p>	<p><u>Actions</u></p> <ul style="list-style-type: none"> Conversation with Principals and students leaders re school recycling initiative Emma to talk to Palmerston Council re bins on stickers Emma to email schools re local recycling initiative
Emma	SVPC Theme Song	<ul style="list-style-type: none"> Ideas to introduce SVPC theme song within schools; Run at assembly as students are getting ready and leaving, introduce to classes, have SLC learn lyrics <p>Video clip ideas</p> <ul style="list-style-type: none"> Brainstormed 'story' that we want to tell through the vide clip. <p>Snap shot – togetherness, helping each other, being there for one another</p>	<p>Action - Student brainstorm – filmmaking ideas</p> <p>Action – Share ideas with Emma (PSC coordinator) due – End of Week 3 Term 2 (Friday 7th May)</p>
All	Other Business	<p>Palmerston young Writer's Festival</p> <p>Flyer to each coordinator -</p> <ul style="list-style-type: none"> Palmerston Young Writer's Competition <p>Entries close Term 2, Week 8.</p> <p>SVPC coordinator support sought to encourage entries at school for the Writing Competition.</p> <ul style="list-style-type: none"> Palmerston Young Writer's Festival <p>Term 3 Week (6th August)</p> <p>Free event for schools to participate (excluding transport costs). Approx. 10 students per school (pending COVID restrictions)</p> <p>SVPC Local initiatives</p> <p>Schools to identify what their local initiatives are.</p> <p>SCPC photo stories</p>	<p>Action – Each Coordinator to seek support from at least one teacher to take part in writing competition (Years 2 – 8)</p> <p>Action – Emma will send out email requesting schools to identify their local initiative. To add to agenda for next meeting</p>



COUNCIL AGENDA

Attachment 13.2.13.1



SVPC Mission & Values

To make positive choices, have a strong voice in the community and work together to stand up for what is right, ensuring all young people feel safe, connected and valued.

		Can schools please share SVPC actions/initiatives with Emma to post on SVPC FB page. We will look at roster at next meeting.	Action – send photos/short blurb to Emma for SVPC actions within schools
Next Meeting	2021 – Term 2 Week 8 – Thursday 10th June 3:15-4pm Location – Zuccoli Nikki Konieczny Term 2 Weeks 1-10 GLOBAL actions/initiatives		



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, 6 JULY 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, 1 JUNE 2021

CITY OF PALMERSTON

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

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer/Director Lifestyle and
Community, Amelia Vellar
Director City Growth and Operations, Nadine Nilon
Director Organisational Services, Silke Maynard
Minute Secretary, Cara Currie
Executive Assistant, To Chief Executive Officer Jessie
Schaecken
Communications Support Officer, Ashlee Haslop

GALLERY

LGANT President – Lord Mayor Kon Vatskalis
LGANT CEO – Sean Holden

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

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

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Alderman Spick
Seconded: Alderman Morrison

THAT the apology received from Alderman Hale for 1 June 2021 be received and noted.

CARRIED 9/1649 - 01/06/2021

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Moved: Deputy Mayor Garden
Seconded: Alderman Henderson

1. THAT the leave of absence received from Deputy Mayor Garden for 23 July 2021 to 30 July 2021 inclusive be received and noted.
2. THAT the leave of absence received from Alderman Hale for 2 June 2021 to 4 June 2021, and 9 June 2021 to 20 June 2021 inclusive be received and noted.

CARRIED 9/1650 - 01/06/2021

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Alderman Lewis
Seconded: Alderman Spick

THAT the request for Audio/Audiovisual Conferencing received from Alderman Hale for the meeting to be held on 15 June 2021 be received and noted.

CARRIED 9/1651- 01/06/2021

Initials: _____

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Deputy Mayor Garden
Seconded: Alderman Henderson

1. THAT the Declaration of Interest received from Alderman Henderson for Item 25.2.3 be received and noted.
2. THAT the Declaration of Interest received from Alderman Giesecke for Item 25.2.3 be received and noted.

CARRIED 9/1652 - 01/06/2021

5.2 Staff

Nil.

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 18 May 2021 pages 10427 to 10436, be confirmed.

CARRIED 9/1653 - 01/06/2021

6.2 Business Arising from Previous Meeting

Nil.

Initials: _____

7 MAYORAL REPORT

7.1 Mayoral Update Report - June 2021

Moved: Mayor Pascoe-Bell
Seconded: Alderman Henderson

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

CARRIED 9/1654 - 01/06/2021

8 DEPUTATIONS AND PRESENTATIONS

Nil.

9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

Nil.

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

23.2.1 LGANT Council Visit 2021

Moved: Alderman Henderson
Seconded: Alderman Lewis

1. THAT the presentation by Local Government Association Northern Territory (LGANT) President and Chief Executive Officer entitled LGANT Council Visit 2021 be received and noted.
2. THAT this decision be moved into the open minutes of the ordinary meeting 1 June 2021.

CARRIED 9/1668 - 01/06/2021

Initials: _____

25.2.1 Taminmin Community Library Agreement

Moved: Alderman Henderson
Seconded: Deputy Mayor Garden

1. THAT Report entitled Taminmin Community Library Agreement be received and noted.
2. THAT Council decline the request for an extension of the Fee for Service agreement with Litchfield Council to provide staff and management oversight for Taminmin Community Library for a further 12 months to 31 December 2022.
3. THAT the Council decisions relating to the report entitled Taminmin Community Library Agreement be moved into the open minutes following notification of the decision to the Litchfield Council.

CARRIED 9/1669 – 01/06/2021

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Moved: Deputy Mayor Garden
Seconded: Alderman Giesecke

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

ITEM	REGULATION	REASON
23.2.1	8(e)	This item is considered 'Confidential' pursuant to <i>section 65(2) of the Local Government Act 2008 and Regulation 8(e) of the Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.
25.2.1	8(a)	This item is considered 'Confidential' pursuant to <i>section 65(2) of the Local Government Act 2008 and Regulation 8(a) 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

Initials:

Minute Book Page 10446

1st Ordinary Council Meeting

	8(c)(iv)	discussion of, or a motion or both relating to, information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual. 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.
25.2.2	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.
25.2.3	8(c)(ii)	This item is considered 'Confidential' pursuant to section 65(2) of the <i>Local Government Act 2008</i> and Regulation 8(d) 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 subject to an obligation of confidentiality at law, or in equity.

CARRIED 9/1655 - 01/06/2021

11 PETITIONS

Nil.

12 NOTICES OF MOTION

Nil.

Initials:

13 OFFICERS REPORTS

13.1 Receive and Note Reports

13.1.1 Palmerston Safe Communities Committee Unconfirmed Minutes

Moved: Alderman Morrison
Seconded: Alderman Henderson

THAT Report entitled Palmerston Safe Communities Committee Unconfirmed Minutes be received and noted.

CARRIED 9/1656 – 01/06/2021

13.2 Action Reports

13.2.1 Council Policy Review - Procurement

Moved: Alderman Henderson
Seconded: Alderman Spick

4. THAT Report entitled Council Policy Review - Procurement be received and noted.
5. THAT the amended Council Policy Procurement being **Attachment 13.2.1.3** to Report entitled Council Policy Review - Procurement be adopted with the following changes to replace the current policy *FIN04 Procurement*;
- To include a definition of diversity
 - Inclusion of the following as part of 4.1 objectives;
 - The employment of aboriginal people
 - Environmental protection and sustainability

CARRIED 9/1657 – 01/06/2021

Initials: _____

13.2.2 Durack Community Arts Centre Update

Moved: Alderman Morrison
Seconded: Deputy Mayor Garden

1. THAT Report entitled Durack Community Arts Centre Update be received and noted.
2. THAT Council endorses the use of the Durack Community Arts Centre as a community facility that focuses on further developing Palmerston's creative sector, through the prioritising of bookings for arts and cultural activities as detailed in report entitled Durack Community Arts Centre Update.

CARRIED 9/1658 – 01/06/2021

13.2.3 Community Venue Hire - Free Initiative

Moved: Deputy Mayor Garden
Seconded: Alderman Spick

1. THAT Report entitled Community Venue Hire - Free Initiative be received and noted.
2. THAT Council continues to offer free hire of Council venues from 1 July 2021 to 31 December 2021 inclusive, at the Palmerston Recreation Centre's community rooms and stadium, the Palmerston Library's Community Room, Driver Resource Centre, and Durack Arts Centre to assist the community.
3. THAT a report on the outcomes from the external review regarding hire charges for Council facilities be presented to Council by the 1st Ordinary meeting in October 2021.

CARRIED 9/1659 – 01/06/2021

13.2.4 Third Budget Review 2020/21

Moved: Deputy Mayor Garden
Seconded: Alderman Morrison

1. THAT Report entitled Third Budget Review 2020/21 be received and noted.
2. THAT Council adopts the Third Budget Review 2020/21, per Section 128 (2) of the *Local Government Act*, as presented as **Attachment 13.2.4.1** to Report entitled Third Budget Review 2020/21.
3. THAT Council adopts the revised Reserve movements for 2020/2021 of:

Initials: _____

Minute Book Page 10449

1st Ordinary Council Meeting

- Transfers of \$180,000 to Unexpended Capital Works Reserve for the purchase of a weed harvester in the next financial year.
as presented as **Attachment 13.2.4.2** to Report entitled Third Budget Review 2020/21.
- 4. THAT Council will transfer \$180,000 from the Unexpended Capital Works Reserve to the Capital Works Budget 2021/22 for the purchase of a weed harvester on 1 July 2021.

CARRIED 9/1660 – 01/06/2021

13.2.5 Risk Management Audit Committee Unconfirmed Meeting Minutes – May 2021

Moved: Mayor Pascoe-Bell
Seconded: Deputy Mayor Garden

1. THAT Report entitled Risk Management Audit Committee Unconfirmed Meeting Minutes – May 2021 be received and noted.
2. THAT the unconfirmed Risk Management Audit Committee minutes provided as **Attachment 12.2.5.1** to Report entitled Risk Management and Audit Committee Meeting Minutes – 25 May 2021 be received and noted.
3. THAT Council endorse the recommendations from the Risk Management & Audit Committee meeting held on 25 May 2021:
 - a. THAT the tabled correspondence received from Mr. Mark Blackburn regarding resignation from the committee be received and noted.
 - b. THAT the Mayor write a letter of thanks to Mr. Mark Blackburn for his tenure as an Independent Member and interim chair to the Risk Management and Audit Committee, we wish him all the best.

CARRIED 9/1661 – 01/06/2021

13.2.6 Palmerston Seniors Advisory Committee Meeting Unconfirmed Minutes

Moved: Alderman Henderson
Seconded: Alderman Spick

1. THAT Report entitled Palmerston Seniors Advisory Committee Meeting Unconfirmed Minutes be received and noted.
2. THAT Council endorse the recommendations from the Palmerston Seniors Advisory Committee being:

Initials: _____

Minute Book Page 10450

1st Ordinary Council Meeting

- a. THAT a letter of thanks be forwarded to Mrs. Ann Brown on behalf of the Committee acknowledging her resignation and expressing its gratitude for her participation.
- b. THAT a letter of thanks be forwarded to Mrs. Marg Moore on behalf of the Committee acknowledging her resignation and expressing its gratitude for her participation.
- c. THAT the Chair of the Palmerston Seniors Advisory Committee writes to Department of Infrastructure, Planning and Logistics – Traffic, to request an extension of the pedestrian crossing time at the traffic lights at Roystonea Avenue providing access to Gateway Shopping Centre.

CARRIED 9/1662 – 01/06/2021

14 INFORMATION AND CORRESPONDENCE

14.1 Information
Nil.

14.2 Correspondence

14.2.1 Northern Territory Government Charges Letter.

Moved: Deputy Mayor Garden
Seconded: Alderman Spick

THAT Council receive and note Item 14.2.1 entitled Northern Territory Government Charges Letter.

CARRIED 9/1663 – 01/06/2021

15 REPORT OF DELEGATES

Nil.

16 QUESTIONS BY MEMBERS

Nil.

17 GENERAL BUSINESS

Nil.

Initials: _____

18 NEXT COUNCIL MEETING

Moved: Alderman Spick
Seconded: Alderman Henderson

THAT the next Ordinary Meeting of Council be held on Tuesday 15, June 2021 at 5:30pm at the Durack Community Arts Centre 33 Packard Avenue, Durack, Palmerston.

CARRIED 9/1665 – 01/06/2021

19 CLOSURE OF MEETING TO PUBLIC

Moved: Deputy Mayor Garden
Seconded: Alderman Morrison

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

CARRIED 9/1666 – 01/06/2021

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil.

The open section of the meeting closed at 5:50 pm for the discussion of confidential matters.

The Chair declared the meeting closed at 7:06 pm.

Initials: _____

Chair

Print Name

Date

Initials:



SPECIAL COUNCIL MEETING MINUTES

TUESDAY, 8 JUNE 2021

CITY OF PALMERSTON

**Minutes of Special Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 8 June 2021 at 5:45pm.**

ELECTED MEMBERS

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

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer/Director Lifestyle and
Community, Amelia Vellar

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 5:45pm.

Initials: _____

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Moved: Alderman Spick
Seconded: Alderman Hale

THAT the apology received from Deputy Mayor Amber Garden for 8 June 2021 be received and noted.

CARRIED 9/1672 - 08/06/2021

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

4 DECLARATION OF INTEREST

4.1 Elected Members

Nil.

4.2 Staff

Nil.

5 CONFIDENTIAL ITEMS

5.1 Moving Confidential Items into Open

25.2.1 Local Government Association of the Northern Territory - Membership and Governance Issues

Moved: Alderman Spick
Seconded: Alderman Henderson

1. THAT Report entitled Local Government Association of the Northern Territory - Membership and Governance Issues be received and noted.

Initials: _____

2. THAT Council endorses the correspondence to LGANT regarding membership consideration and governance concerns being **Attachment 25.2.1** to Report entitled Local Government Association of the Northern Territory - Membership and Governance Issues.
3. THAT the Mayor write to the Minister for Local Government providing a copy of the correspondence to LGANT advising of City of Palmerston's concerns.
4. THAT the Council Decisions relating to report entitled Local Government Association of the Northern Territory - Membership and Governance Issues be moved into the 8 June 2021 Open Special Meeting Minutes.

CARRIED 9/1675 - 08/06/2021

5.2 Moving Open Items into Confidential

Nil.

5.3 Confidential Items

Moved: Alderman Giesecke

Seconded: Alderman Morrison

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

ITEM	REGULATION	REASON
25.2.1	8(c)(iv)	This item is considered 'Confidential' pursuant to <i>section 65(2)</i> of the <i>Local Government Act 2008</i> and <i>Regulation 8(c)(iv)</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 prejudice the interests of the council or some other person is discussed

CARRIED 9/1673 - 08/06/2021

Initials: _____

6 CLOSURE OF MEETING TO PUBLIC

Moved: Alderman Hale
Seconded: Alderman Spick

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 9/1674 – 08/06/2021

The open section of the meeting closed at 5:47 pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6:29 pm.

Chair

Print Name

Date

Initials: