

# AGENDA

## 2nd Ordinary Council Meeting

### Tuesday 21 September 2021

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

#### **COVID-19 Statement of Commitment**

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

- Physical distancing measures
- Health and hygiene principles



**LUCCIO CERCARELLI**  
**CHIEF EXECUTIVE OFFICER**

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- 1 ACKNOWLEDGEMENT OF COUNTRY
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- 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING
- 5 DECLARATION OF INTEREST
  - 5.1 Elected Members
  - 5.2 Staff
- 6 CONFIRMATION OF MINUTES
  - 6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 17 August 2021 pages 10534 to 10540 be confirmed.
  - 6.2 Business Arising from Previous Meeting
- 7 MAYORAL REPORT
- 8 DEPUTATIONS AND PRESENTATIONS
- 9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)
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- 13 OFFICER REPORTS



## COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.1
<b>REPORT TITLE:</b>	Community Benefit Scheme Update - September 2021
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Community Facilities Officer, Rachel Fosdick
<b>APPROVER:</b>	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 (CBS) 2021/2022 applications to date.

### KEY MESSAGES

- City of Palmerston provides funding to eligible individuals and community groups that meet the criteria to assist Council to deliver on City of Palmerston's vision of "A Place for People."
- This year the Community Benefit Scheme (CBS) has received a significant increase in the 2021/2022 budget of \$100,000 which means there is now \$230,000 available in the current fiscal year for grants, donations, sponsorships, and scholarships.
- The Environmental Initiative Grant (EIG) budget is \$20,000.
- Currently \$25,099 has been expended in the CBS budget, \$55,422 committed in this financial year for, one two year and three three-year on-going sponsorship and \$18,131 is expended in the EIG budget. Two previous Individual Representation Support grants of \$250 each (\$500) were withdrawn due to COVID19 travel restrictions, with the money being paid back to City of Palmerston leaving the expenditure at \$24,599.
- To date this financial year, City of Palmerston has received twenty-nine applications.

### RECOMMENDATION

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

### BACKGROUND

City of Palmerston provides grant, donation and sponsorship 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 ongoing 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 fiscal year.

Flexibility around this issue will benefit our community and assist participation as and when opportunities allow.

Council initiatives such as the extension of free venue hire till 31 December 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. Free parking in the city centre also benefits individuals and groups, especially around activities and community events at venues such as Palmerston Recreation Centre, Palmerston Library, Goyder Square and Civic Plaza.

Scholarships are available to eligible residents.

### **DISCUSSION**

A copy of City of Palmerston approved Community Benefit Scheme Update - September 2021 is provided as **Attachment 13.1.1.1**.

#### **Sponsorships**

On-going Sponsorship support for the following four successful sponsorship applications continues this fiscal year as follows:

Two Year On-Going Sponsorship:

Northern Territory Cricket to deliver Cricket 365. (Second year of sponsorship).

Three Year On-Going Sponsorship:

Palmerston and Rural Seniors Association Inc to deliver Seniors Fortnight (Third year sponsorship).

RSL Palmerston Sub-Branch to deliver ANZAC Day. (Third year sponsorship) and

Reeling Veterans Inc to deliver Tiwi Fishing Program. (Second year sponsorship).

The Palmerston Golf Club and Cazaly's Community Club Northern Territory PGA Championship Memorandum of Understanding period was completed with the final payment from the three-year agreement being expended in the 2020/21 budget. This event has now been rescheduled to April 2022, having no impact on the 2021/22 budget.

Three new sponsorship applications were received, none of which met the current eligibility criteria due to insufficient documentation. Officers are currently liaising with organisations to submit all required documentation.

#### **Representation Support Grants**

Six Individual Representation Support grants have been successfully awarded for interstate travel. Five applicants traveling to the Sunshine Coast Nation Touch Football Championships and one applicant attending the under 14 Rugby Union Championships in Toowoomba, Queensland.

Two previous Individual Representation Support grants of \$250 each (\$500) were withdrawn due to COVID19 travel restrictions, with the money being paid back to City of Palmerston. One Individual Representation Support application is currently being processed, with a request for additional information to meet the eligibility criteria.

#### **Grant or Donation**

One Grant application of \$500 was received from Palmerston Rovers Football Club to assist with the expense of hiring a big screen (total expensive \$1500) to show the Australia v USA Women's Olympic Women's Football final. Palmerston Rovers requested funds to facilitate the screening of the Olympic

final match featuring the Australian Women's Soccer Team playing the current world champions (USA) at Palmerston Rovers Football Club in Gray. This event was open to members of the public to celebrate women in sport on an international level. Palmerston Rovers Football Club has been working to increase the participation of female players in Palmerston.

One other grant and donation application has been received and is pending approval.

### **Environmental Initiative Grants**

One Environmental Initiative Grant was received from Wildcare to create and distribute information show bags relating to caring for sick and injured wildlife. \$2000 was expended from the Environmental Initiative Grant (EIG) budget. City of Palmerston will be acknowledged as a supporter of this project with the City of Palmerston logo being included on the show bag to be distributed to residents at local events.

### **CONSULTATION PROCESS**

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

- Executive Manager Community and Library Services
- Community Services Lead

### **POLICY IMPLICATIONS**

The Community Benefit Scheme is governed by Council Policy *FIN18 Grants, Donations, Scholarships and Sponsorships*.

### **BUDGET AND RESOURCE IMPLICATIONS**

The CBS (Community Benefit Scheme) budget for the 2021/2022 fiscal year for grants, donations, sponsorships, and scholarships is \$230,000.

Currently \$25,099 has been expended in the CBS budget, with an additional \$65,422 committed in this financial year for, one two year and three, three-year on-going sponsorship and \$18,131 is expended in the EIG budget. Two previous Individual Representation Support grants of \$250 each (\$500) were withdrawn due to COVID19 travel restrictions, with the money being paid back to City of Palmerston leaving the expenditure at \$24,599. Currently \$149,479 remains available for future projects and events.

The EIG budget for the 2021/2022 fiscal year under CBS is \$20,000. Currently \$18,131 has been expended with \$1869 remaining for new projects.

Promotion of CBS to a broader base of eligible community led organisations will be undertaken, via direct email and promotional materials. Several community workshops will also be delivered for the community, the workshops will aim to promote the CBS program to eligible organisations and work to build their capacity to submit strong funding applications.

The EIG budget is anticipated to be successfully expended as officers are working to identify eligible projects and community organisations.

### **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.

There is a risk that the remaining general Community Benefit Scheme and Environmental Initiatives budgets are not expended fully by end of fiscal year.

Officers are working to further promote this opportunity to eligible organisations with projects currently in planning. Changes to the process of grant administration should ensure grant funds are delivered in a timely manner.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

The Environmental Initiative Grant (EIG) budget of \$20,000 is aimed to help our community become more sustainable, and support initiatives that promote renewable and sustainable practices. Wildcare Inc information showbags will promote the image of City of Palmerston as making sustainability a part of our collective future.

### **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. 20210913 Community Benefit Scheme September Update 002 [13.1.1.1 - 3 pages]



City of Palmerston Approved Community Benefit Scheme Applications						
Representation Support - Donation						
Date	Activity	Applicant	Amount Requested	Amount Committed	Amount Spent	Balance
24 May 2021	U13s National Tennis Teams Event - Gold Coast Queensland		\$250.00	\$0.00	\$250.00	
21 May 2021	U12s 2021 School Sport NT Touch Championships (football) (boys) - Kawana Waters, Sunshine Coast, QLD		\$250.00	\$0.00	\$250.00	
21 May 2021	U15s 2021 School Sport NT Touch Championships (football) (girls) - Kawana Waters, Sunshine Coast, QLD		\$250.00	\$0.00	\$250.00	
28 May 2021	One Hockey 15U Bantam Tournament (ice-hockey) - Melbourne		\$250.00	\$0.00	\$250.00	
28 May 2021	One Hockey 15U Bantam Tournament (ice-hockey) - Melbourne		\$250.00	\$0.00	\$250.00	
18 June 2021	U12s 2021 School Sport NT Touch Championships (football) (girls) - Kawana Waters, Sunshine Coast, QLD		\$250.00	\$0.00	\$250.00	
27 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland		\$250.00	\$0.00	\$250.00	
27 July 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland		\$250.00	\$0.00	\$250.00	
4 August 2021	NT U 14s Rugby Union - Toowoomba Queensland		\$250.00	\$0.00	\$250.00	
5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland		\$250.00	\$0.00	\$250.00	

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## Attachment 13.1.1.1

5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland		\$250.00	\$0.00	\$250.00
5 August 2021	National Youth Championships – Touch Football Sunshine Coast, Queensland		\$250.00	\$0.00	\$250.00
Total Year to Date (YTD)			\$3,000.00	\$0.00	\$3,000.00
22 June 2021	Calisthenics GC Cali Dance Eisteddfod 30 July – 1 August 2021 – Helensvale, Gold Coast Qld	Event cancelled - COVID19	\$250.00	\$0.00	\$250.00
23 June 2021	NT U 14 Cyclones Championships Basketball	Event cancelled - COVID19	\$250.00	\$0.00	\$250.00
Total YTD - repaid to CoP			\$3,000.00	\$0.00	\$2,500.00
Sponsorships, Donations and Grants					
14 May 2021	IT equipment	St John Ambulance NT inc	\$12,539.00	\$0.00	\$11,599.00
4 August 2021	Aus v USA Women's Olympic Women's Football	Palmerston Rovers Football	\$500.00	\$0.00	\$500.00
Total Year to Date (YTD)			\$13,039.00	\$0.00	\$12,099.00
Multi Year Agreements					
Date	Activity	Applicant	Amount Requested	Amount Committed	Amount Spent
2 year on going to be paid 2022	Cricket 365 x 2 years 16 March 2021 - 1 October	Northern Territory Cricket Association	\$25,422.00	\$25,422.00	\$0.00
3 year on going to be paid 2022	Palmerston & Rural Seniors Fortnight x 3 years 1 January 2022 - 31 December 2024	Palmerston & Litchfield Seniors Association	\$20,000.00	\$20,000.00	\$0.00
3 year on going to be paid 2022	ANZAC Day Services x 3 years 1 January 2020 - 30 December 2022	RSL Palmerston Sub-branch	\$10,000.00	\$10,000.00	\$0.00

## COUNCIL AGENDA Attachment 13.1.1.1

3 year on going paid July 2021	Tiwi Fishing Program x 3 years 1 July 2020 - 30 June 2023	Reeling Veterans Inc.	\$10,000.00	\$0.00	\$10,000.00	
Committed			\$65,422.00	\$55,422.00	\$10,000.00	
Total Year to Date (YTD)			\$81,461.00	\$55,422.00	\$24,599.00	
Total Year To Date (YTD)		\$230,000.00		\$55,422.00	\$24,599.00	\$149,979.00
Environmental Initiatives Grants						
Date	Activity	Applicant	Amount Requested	Amount Committed	Amount Spent	Balance
3 July 2021	Community Garden Rebuild – Harvest Corner	Gray Commnity Garden	\$16,131.00	\$0.00	\$16,131.00	
5 August 2021	Wildcare - Show bags	Wildcare	\$2,000.00	\$0.00	\$2,000.00	
Total Year to Date (YTD)		\$20,000.00	\$18,131.00	\$0.00	\$18,131.00	\$1,869.00
Date	Activity		Amount Requested	Amount Committed	Amount Spent	Balance
Running Total		\$250,000.00		\$55,422.00	\$42,730.00	\$151,848.00

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.1.2
<b>REPORT TITLE:</b>	Financial Report for the Month of August 2021
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Financial Accountant, Tinashe Gomo
<b>APPROVER:</b>	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 August 2021.

### KEY MESSAGES

- Opening reserve balances are unconfirmed pending completion of the Annual Financial Statements and associated audit.
- Council's Operating expenditures is at 19% spent in line with the YTD budgeted cashflow of 19%.
- NT Grants Commission advised Council of the Federal Assistance Grants reconciliation for the 2021-22 year as well as the allocation of funding for the 2021-22. An additional \$191,002 will be recognised in the first budget review.
- 95% of the monthly creditor payments have been made to local suppliers.
- As part of the new *Local Government (General) Regulations 2021*, information about the age of debts by Council and tax responsibilities are included in this Report.

### RECOMMENDATION

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

### BACKGROUND

In accordance with *Local Government (General) Regulations 2021 - Part 2 (Division 7)*, the proceeding month's Financial Report must be presented to Council. Accordingly, the commentary below and **Attachment 13.1.2.1** present the financial position of Council at the end of August 2021. The additional information provided in this report includes closing cash at bank balance, creditors' age, payment and reporting obligations for Goods and Services Tax (GST), Fringe Benefits Tax (FBT), PAYG withholding tax, and superannuation, and insurance.

### DISCUSSION

#### Operating Income

- Total operating income is at 85% of the current Budget. However, there has been a 5% drop from last month's reported income of 90% as the July 2021 report included rates received in advance end of financial year movements in line with the Australian Accounting Standards.
- Office of the Chief Executive is at 14.87% of Budget with \$121K of Federal Assistance grant received year to date.



- Organisational Service is at 93%, with Rates levied at \$21.4M and \$20K received as Term Deposit interest.
- Lifestyle and Community is at 9% of Budget, which includes \$133K received from animal management (i.e. Dog registration and dog control) and library services.
- City Growth and Operations is at 84% of the Budget. A significant part of the income comes from the Federal Assistance Grant of \$153K; Waste Charge levied at \$6.8M and \$67.6K from the investment property.

## Operating Expenditure

- Total operating expenditure is at 19% of the Budget, inclusive of commitments.
- Office of the Chief Executive is at 40%, including a commitment of \$45K. Governance is sitting at 124% due to the Insurance invoices. The Budget for the Workers Compensation Insurance (\$195k) was historically recorded under the Organisational Services department and will be reallocated to this area as part of the First Budget Review to consolidate all insurance expenditures.
- Organisational Services is at 18%, which includes \$256K spent on annual software licence renewals and another key expense being Senior Pension Rebates recorded against Rates for the 2022 financial year which offsets through income from the Northern Territory Government bearing the cost of the concession.
- Lifestyle and Community is at 18%, with Senior Citizens sitting over 50% of its Budget including commitments for the Seniors Day. Youth Services Budget is nearly fully expended due to the recent Youth Festival 2021.
- City Growth and Operations is at 18% of its Budget, including commitments of \$2M, of which \$1M in Waste Management is going towards Pre-cyclone clean-up and bin collection, and \$666K in Open Space for mowing and tree maintenance.

## Capital Income

- Capital income is at 0.13% of the current Budget, which relates to the income from vehicle disposal.
- Anticipated grant income and rolled over grant funds will be brought forward during the First Budget review, as per Council resolution 9/1749 - 03/08/2021,

## Capital Expenditure

- Capital expenditure is at 19% of the current Budget, including commitments largely for the Gray community hall redevelopment and playground refurbishments.
- Capital expenditure on Library Services is at 467%. The commitments on Library Services include purchase orders for two projects, i.e., Library renovation and Library recording studio, which are included in the capital works rollover. Durack Heights Community Centre is at 163%, including commitments from the 2020-21 capital works rollovers (see council decision 9/1749 - 03/08/2021).
- The Capital Budget will increase once the unexpended capital works rollovers are brought into the accounts at the First Budget review.

## Loans

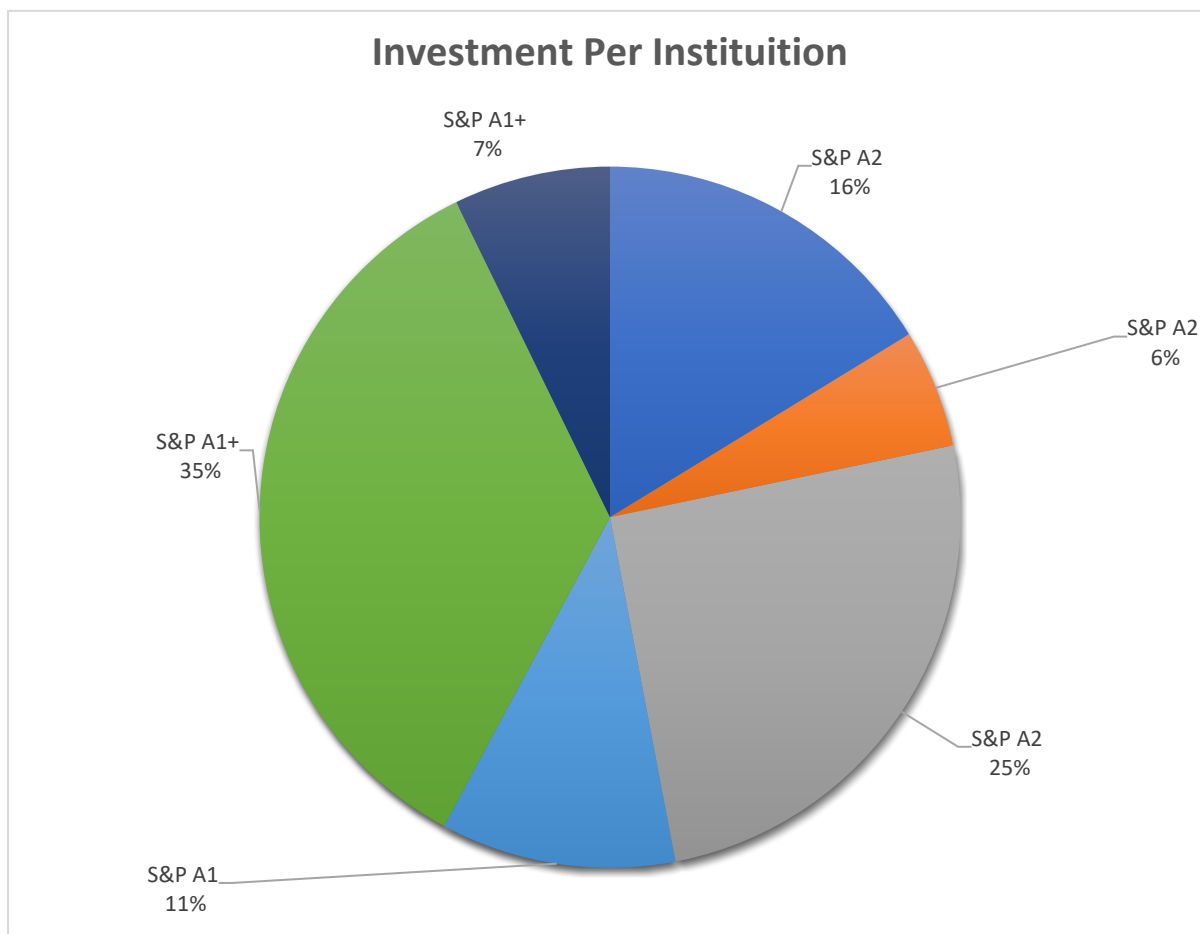
- Council approved an internal loan for \$3.65 million to fund Making the Switch in August 2018 (decision 9/0243), and an external loan for \$1.96 million to fund the final stage of remediation works at the previous Archer Landfill site in 2018-19.
- The internal loan for Making the Switch has been drawn 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 and total funds drawn from FILOC Reserve came to \$3,337,849. Interest on the loan is 2.6%. The loan repayments will be accounted for

on a quarterly basis and the current outstanding loan balance is \$2,824,233 as of 1 July 2021. The first repayment for the quarter will be accounted for on 30 September 2021.

- 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 \$1,510,301 as of 1 July 2021. The repayments will be made on a quarterly basis with the first repayment due on the 30 September 2021. Details of the loan are provided in **Attachment 13.1.2.1**, Section 2.10 - Council Loans.

## Investments & Cash

- As of 31 August 2021, Council held a total of \$27.674 million in term deposits across five separate financial institutions. The investment portfolio is compliant with Council Policy *FIN06 Investments*.
- Cash held by Council in the bank as of 31 August 2021 is \$3,515,708.55.
- 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 the *Local Government Act 2019*. Council places an overriding statutory charge on the property to start this process, which gives Council priority over 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 2017-18.

- Council's overdue rates are currently worth \$1.398 million and this includes overdue amounts from 2014-15. Rates levied in 2021-22 are not due until the first instalment date of the 30 September 2021.

### Trade Debtors & Creditors

- 82% of all Debtors are over 30 days but less than 60 days amounting to \$173,668 of which \$160,237 relates to rate concessions for this financial year to be recovered from Northern Territory Government. 13.8% of Debtors are over 90 days and Council is preparing debt to be handed to external debt collection agency after final communication with debtor.
- 95% of the monthly creditor payments have been made to local suppliers. All outstanding creditors are less than 30 days.

### 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.

### Tax

- Council is compliant with payment and reporting of all tax liabilities as outlined below.
- \$29,034 has been paid as the First Instalment for Fringe Benefits Tax (FBT) to the Australian Tax Office (ATO) for the FBT year 1 April 2021 to 31 March 2022. This is the first of four payments to be made. The next instalment is due in October for the period July to September 2021.
- \$397,832 has been paid to the ATO for Pay As You Go Tax (PAYG). Council has paid \$115,627 towards employee's superannuation year to date.
- The last Business Activity Statement was lodged on 20 August 2021 for the month ended 31 July 2021, and the GST refund was \$71,993.

## CONSULTATION PROCESS

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

- Finance Manager

## POLICY IMPLICATIONS

Investments are compliant with Council Policy *FIN06 Investments*.

## BUDGET AND RESOURCE IMPLICATIONS

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

## RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This Report addresses the following City of Palmerston Strategic Risks:

### 2 Is not sustainable into the long term

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

The *Local Government (General) Regulations 2021 - Part 2 (Division 7)* prescribes that:

*Monthly financial reports to Council*

- (1) *The CEO must, in each month, give the Council a report 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; and*
  - b. *The most recently adopted annual Budget; and*
  - c. *Details of any material variances between the most recent actual income and expenditure of the Council and the most recently adopted annual Budget*
- (2) *If a council does not hold a meeting in a particular month, the Report is to be laid before the council committee performing the Council's financial functions under regulation 19 for the particular month.*

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 August 2021 - signed [13.1.2.1 - 19 pages]



# Financial Management Reports

August 2021

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



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## Section 2 Financial Results

### 1.1 - Executive Summary as at

31 August 2021

% of year passed

17%

	Revised Budget	YTD Actual \$	% Utilised	YTD Committed	% Utilised	Budget
	\$		Actuals	\$	Committed	Forecast \$
<b>Operating Income</b>						
Rates & Annual Charges	29,475,948	28,258,920	96%	0	0%	29,475,948
Statutory Charges	140,450	16,857	12%	0	0%	140,450
User Charges & Fees	687,637	172,360	25%	0	0%	687,637
Interest & Investment Revenue	636,804	99,391	16%	0	0%	636,804
Reimbursements	0	0	0%	0	0%	0
Other Income	331,000	60,251	18%	0	0%	331,000
Grants, Subsidies & Contributions	2,757,877	276,364	10%	0	0%	2,757,877
<b>Operating Income</b>	<b>34,029,716</b>	<b>28,884,143</b>	<b>85%</b>	<b>0</b>	<b>0%</b>	<b>34,029,716</b>
<b>Operating Expenditure</b>						
Employee Costs	-10,932,833	-1,509,327	14%	-17,220	0%	-10,932,833
Professional Services	-1,935,074	-98,658	5%	-349,673	18%	-1,935,074
Auditor's Remuneration	-35,000	0	0%	-29,478	84%	-35,000
Operating Lease Rentals	-22,423	-1,954	9%	-716	3%	-22,423
Energy	-1,045,555	-111,012	11%	0	0%	-1,045,555
Materials & Contractors	-10,965,969	-298,986	3%	-1,922,933	18%	-10,965,969
Depreciation, Amortisation & Impairment	-10,608,000	-1,768,000	17%	0	0%	-10,608,000
Elected Members Expenses	-391,511	-26,193	7%	0	0%	-391,511
Legal Expenses	-258,200	253	0%	-34,233	13%	-258,200
Water Charges	-1,354,178	38,149	-3%	0	0%	-1,354,178
Telephone & Other Communication Charges	-259,889	-84,620	33%	-94,792	36%	-259,889
Community Grants	-250,000	-18,775	8%	0	0%	-250,000
Other Expenses	-3,808,939	-1,272,183	33%	-344,652	9%	-3,808,939
FILOC Internal Loan	-227,316	0	0%	0	0%	-227,316
Borrowing Costs	-39,585	0	0%	0	0%	-39,585
<b>Operating Expenditure</b>	<b>-42,134,472</b>	<b>-5,151,306</b>	<b>12%</b>	<b>-2,793,697</b>	<b>7%</b>	<b>-42,134,472</b>
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-8,104,756</b>	<b>23,732,836</b>		<b>-2,793,697</b>		<b>-8,104,756</b>
<b>Capital Income</b>			<b>0%</b>			
Net gain (loss) on disposal or revaluation of assets	50,000	22,607	45%	0	0%	50,000
Developer Contributions	288,750	0	0%	0	0%	288,750
Asset Income	0	0	0%	0	0%	0
Loan Income	1,000,000	0	0%	0	0%	0
Grants received	16,442,312	0	0%	0	0%	16,442,312
<b>Capital Income</b>	<b>17,781,062</b>	<b>22,607</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>16,781,062</b>
<b>Net SURPLUS / (DEFICIT) transferred to Equity Statement</b>	<b>9,676,306</b>	<b>23,755,443</b>		<b>-2,793,697</b>		<b>8,676,306</b>
<b>Capital Expenditure</b>						
Land Purchase	0	0	0%	0	0%	0
Asset Purchase	-3,559,693	-87,529	2%	-914,473	26%	-3,559,693
Asset Upgrade	-16,830,356	-458,778	3%	-2,356,378	14%	-16,830,356
<b>Capital Expenditure</b>	<b>-20,390,049</b>	<b>-546,306</b>	<b>3%</b>	<b>-3,270,851</b>	<b>16%</b>	<b>-20,390,049</b>
Less Non-Cash Expenditure	-10,608,000	-1,768,000	17%	0	0%	-10,608,000
Plus Gifted Assets	0	0	0%	0	0%	0
<b>NET CAPITAL SURPLUS/(DEFICIT)</b>	<b>-105,743</b>	<b>24,977,137</b>		<b>-6,064,548</b>		<b>-1,105,743</b>
Borrowings	0	0	0%	0	0%	0
Repayment of Borrowings	0	0	0%	0	0%	0
Reserve Movement	345,377	0	0%	0	0%	345,377
<b>NET OPERATING SURPLUS/(DEFICIT)</b>	<b>239,634</b>	<b>24,977,137</b>		<b>-6,064,548</b>		<b>-760,366</b>



14/9/2021

Approved by: Finance Manager

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

31 August 2021

% of year passed  
Cashflowed Estimate of Budget YTD

17%  
91%

#### Operating Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	819,236	121,805	14.87%
<b>Office of the Chief Executive</b>	<b>819,236</b>	<b>121,805</b>	<b>14.87%</b>
<b>Organisational Services</b>			
Director Organisational Services	66,891	11,802	18%
Financial Services	138,644	26,101	19%
Rates	22,796,875	21,447,736	94%
<b>Organisational Services</b>	<b>23,002,410</b>	<b>21,485,639</b>	<b>93%</b>
<b>Lifestyle &amp; Community Services</b>			
Events Promotion	2,000	0	0%
Library Services	934,523	57,354	6%
Senior Citizens	2,000	1,350	68%
Youth Services	300,000	0	0%
Animal Management	357,250	76,460	21%
Parking & Other Ranger Services	120,900	16,745	14%
<b>Lifestyle &amp; Community Services</b>	<b>1,716,673</b>	<b>151,909</b>	<b>9%</b>
<b>City Growth &amp; Operations</b>			
Civic Centre	105,000	23,333	22%
Director City Growth & Operations	3,000	0	0%
Private Works	35,070	6,145	18%
Roads & Transport	1,032,494	153,209	15%
Subdivisional Works	68,400	44,552	65%
Waste Management	6,801,273	6,829,951	100%
Odegard Drive Investment Property	446,160	67,600	15%
<b>City Growth &amp; Operations</b>	<b>8,491,397</b>	<b>7,124,790</b>	<b>84%</b>
	<b>34,029,716</b>	<b>28,884,143</b>	<b>85%</b>



# COUNCIL AGENDA Attachment 13.1.2.1

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

31 August 2021

% of year passed  
Cashflowed Estimate of Budget YTD

17%  
19%

#### Operating Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Governance</b>						
Elected Members	-532,081	-27,556	5%	-6,482	1%	-34,039
Office of the CEO	-1,014,947	-114,580	11%	-39,820	4%	-154,401
Governance	-510,706	-635,200	124%	0	0%	-635,200
Office of the Chief Executive	-2,057,734	-777,336	38%	-46,303	2%	-823,639
<b>Organisational Services</b>						
Customer Services	-427,331	-70,557	17%	-335	0%	-70,891
Human Resources	-824,819	-72,184	9%	-18,955	2%	-91,139
Information Technology	-1,487,463	-255,866	17%	-167,709	11%	-423,575
Director Organisational Services	-594,994	-39,885	7%	-65,302	11%	-105,187
Records Management	-262,201	-32,534	12%	-716	0%	-33,250
Financial Services	-12,400,898	-1,921,273	15%	-88,801	1%	-2,010,074
Rates	-290,188	-159,647	55%	0	0%	-159,647
Organisational Services	-16,287,893	-2,551,946	16%	-341,817	2%	-2,893,763
<b>Lifestyle &amp; Community Services</b>						
Arts & Culture	-96,000	-9,225	10%	-8,534	9%	-17,758
Community Development	-1,252,109	-150,723	12%	-190	0%	-150,914
Diversity and Inclusion Activities	-3,000	0	0%	0	0%	0
Events Promotion	-496,435	-77,277	16%	-42,327	9%	-119,604
Families & Children	-46,500	-1,195	3%	-1,262	3%	-2,457
Health and Wellbeing Services	-41,500	-310	1%	-8,981	22%	-9,291
Library Services	-1,740,003	-200,275	12%	-51,242	3%	-251,516
Senior Citizens	-6,500	-230	4%	-4,401	68%	-4,631
Youth Services	-359,800	-263,256	73%	-55,398	15%	-318,654
Director Lifestyle & Community	-553,851	-60,200	11%	-7,790	1%	-67,990
Safe Communities	-28,000	-2,997	11%	-1,761	6%	-4,758
Public Relations and Communications	-796,469	-82,928	10%	-21,235	3%	-104,164
Animal Management	-165,606	-25,069	15%	-17,164	10%	-42,233
Parking & Other Ranger Services	-1,036,181	-125,601	12%	-8,427	1%	-134,028
Lifestyle & Community Services	-6,621,954	-999,286	15%	-228,711	3%	-1,227,998
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-719,270	-39,627	6%	-121,416	17%	-161,042
Archer Sports Club	-183	-41	22%	0	0%	-41
Civic Centre	-413,517	-51,920	13%	-116,209	28%	-168,129
Depot	-81,215	-5,106	6%	-6,916	9%	-12,022
Driver Resource Centre	-19,244	-1,092	6%	-3,078	16%	-4,170
Emergency Operations	-13,000	-600	5%	-3,400	26%	-4,000
Gray Community Hall	-42,712	805	-2%	-1,309	3%	-504
Director City Growth & Operations	-751,916	-40,976	5%	-9,864	1%	-50,840
Open Space	-5,207,756	-135,970	3%	-614,568	12%	-750,538
Private Works	-96,346	0	0%	0	0%	0
Recreation Centre	-279,773	-30,023	11%	-43,591	16%	-73,613
Roads & Transport	-1,544,706	-124,775	8%	-140,433	9%	-265,207
Stormwater Infrastructure	-185,000	-370	0%	-9,660	5%	-10,030
Street Lighting	-1,048,316	-61,461	6%	-4,177	0%	-65,638
Subdivisional Works	-20,000	-96	0%	-2,000	10%	-2,096
Waste Management	-6,453,124	-304,141	5%	-1,043,618	16%	-1,347,758
Odegaard Drive Investment Property	-136,427	-11,643	9%	-7,411	5%	-19,054
Durack Heights Community Centre	-29,785	-5,792	19%	-8,243	28%	-14,035
CBD Car Parking	-80,600	-4,800	6%	-18,000	22%	-22,800
Goyder Square	-44,000	-5,491	12%	-30,041	68%	-35,532
City Growth & Operations	-17,166,890	-823,118	5%	-2,183,933	13%	-3,007,051
	-42,134,472	-5,151,686	12%	-2,800,764	7%	-7,952,450

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

31 August 2021

% of year passed  
Cashflowed Estimate of Budget YTD

17%  
2%

#### Capital Income

	Revised Budget \$	YTD Actuals \$	%
<b>Governance</b>			
Office of the CEO	500,000	0	0%
Office of the Chief Executive	500,000	0	0%
<b>Organisational Services</b>			
Financial Services	50,000	22,607	45%
Organisational Services	50,000	22,607	45%
<b>Lifestyle &amp; Community Services</b>			
Lifestyle & Community Services	0	0	0.00%
<b>City Growth &amp; Operations</b>			
Aquatic Centre	12,000,000	0	0%
Director City Growth & Operations	3,000,000	0	0%
Open Space	250,000	0	0%
Roads & Transport	1,292,312	0	0%
Subdivisional Works	288,750	0	0%
Waste Management	400,000	0	0%
City Growth & Operations	17,231,062	0	0%
	17,781,062	22,607	0.13%

# COUNCIL AGENDA Attachment 13.1.2.1

## Section 2 Financial Results

### 2.1 - Budget Summary Report as at

31 August 2021

% of year passed  
Cashflowed Estimate of Budget YTD

17%  
40%

#### Capital Expenditure

	Revised Budget \$	YTD Actuals \$	% Utilised Actuals	Commitment \$	% Utilised Committed	Total YTD Actuals + Commitments \$
<b>Governance</b>						
<b>Organisational Services</b>						
Information Technology	-70,000	0	0%	0	0%	0
Director Organisational Services	0	0	0.00%	-68,895	0.00%	-68,895
Financial Services	-355,000	-34,263	10%	0	0%	-34,263
<b>Organisational Services</b>	<b>-425,000</b>	<b>-34,263</b>	<b>8%</b>	<b>-68,895</b>	<b>16%</b>	<b>-103,158</b>
<b>Lifestyle &amp; Community Services</b>						
Library Services	-26,500	-123,656	467%	-183,431	692%	-307,087
Director Lifestyle & Community	-80,000	0	0%	-38,800	49%	-38,800
<b>Lifestyle &amp; Community Services</b>	<b>-106,500</b>	<b>-123,656</b>	<b>116%</b>	<b>-222,231</b>	<b>209%</b>	<b>-345,887</b>
<b>City Growth &amp; Operations</b>						
Aquatic Centre	-12,600,000	-6,588	0%	-2,332	0%	-8,920
Civic Centre	-85,000	0	0%	0	0%	0
Depot	-14,400	0	0%	-9	0%	-9
Driver Resource Centre	-10,000	0	0%	0	0%	0
Gray Community Hall	0	-182,526	0.00%	-1,423,691	0.00%	-1,606,217
Director City Growth & Operations	-1,110,693	-27,535	2%	-413,660	37%	-441,196
Open Space	-1,640,000	-62,710	4%	-799,638	49%	-862,348
Recreation Centre	-53,800	-24,220	45%	-4,742	9%	-28,962
Roads & Transport	-2,245,656	-49,000	2%	-170,372	8%	-219,372
Stormwater Infrastructure	-150,000	0	0%	0	0%	0
Street Lighting	-540,000	-7,100	1%	-14,100	3%	-21,200
Subdivisional Works	-300,000	-8,620	3%	-54,003	18%	-62,623
Waste Management	-1,100,000	-10,010	1%	-88,581	8%	-98,591
Durack Heights Community Centre	-9,000	-10,078	112%	-4,559	51%	-14,637
<b>City Growth &amp; Operations</b>	<b>-19,858,549</b>	<b>-388,387</b>	<b>2%</b>	<b>-2,975,687</b>	<b>15%</b>	<b>-3,364,074</b>
	<b>-20,390,049</b>	<b>-546,306</b>	<b>3%</b>	<b>-3,266,813</b>	<b>16%</b>	<b>-3,813,119</b>

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
	30/06/2021	Budget \$	& Rollovers \$	1st Review \$	2nd Review \$	Budget \$	Budget \$	& Rollovers \$	1st Review \$	2nd Review \$	Budget \$	30/06/2022
<b>Externally Restricted Reserves</b>												
Unexpended Grants Reserve	456,846	250,000	0	0	0	250,000	360,693	0	0	0	360,693	346,153
	<b>456,846</b>	<b>250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250,000</b>	<b>360,693</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>360,693</b>	<b>346,153</b>
<b>Internally Restricted Reserves</b>												
Election Expenses Reserve	150,000	0	0	0	0	0	150,000	0	0	0	150,000	0
Disaster Recovery Reserve	500,000	0	0	0	0	0	0	0	0	0	0	500,000
Unexpended Capital Works Reserve	2,597,173	0	0	0	0	0	0	0	0	0	0	2,597,173
Developer Funds In Lieu Of Construction	1,786,459	515,316	0	0	0	515,316	300,000	0	0	0	300,000	2,001,775
Waste Management Reserve	2,142,278	0	0	0	0	0	700,000	0	0	0	700,000	1,442,278
Asset Renewal Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Major Initiatives Reserve	614,949	0	0	0	0	0	0	0	0	0	0	614,949
	<b>7,790,859</b>	<b>515,316</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>515,316</b>	<b>1,150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,150,000</b>	<b>7,156,175</b>
<b>Unrestricted Reserves</b>												
Working Capital Reserve	9,546,226	500,000	0	0	0	500,000	100,000	0	0	0	100,000	9,946,226
	<b>9,546,226</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>9,946,226</b>
<b>Total Reserve Funds*</b>	<b>17,793,931</b>	<b>1,265,316</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,265,316</b>	<b>1,610,693</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,610,693</b>	<b>17,448,554</b>

The balances as at 30 June 2021 are as per the budget and these balances will change with the finalisation of the Annual Financial Statements for 2021 Financial Year.



14/9/2021

Approved by: Finance Manager

### Section 2 Financial Results

#### 2.3 Investments Management Report

#### INVESTMENTS REPORT TO COUNCIL AS AT 31/08/2021

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	0.70%	September 22, 2021	22		
AMP	S&P A2	\$ 1,500,000.00	0.75%	November 3, 2021	64		
AMP	S&P A2	\$ 1,500,000.00	0.35%	April 20, 2022	232	\$ 4,500,000.00	16.26%
Bank of Queensland	S&P A2	\$ 1,508,788.36	0.41%	July 13, 2022	316	\$ 1,508,788.36	5.45%
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.35%	September 8, 2021	8		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.40%	December 1, 2021	92		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.45%	January 19, 2022	141		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.45%	February 2, 2022	155		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.45%	March 23, 2022	204		
Members Equity Bank	S&P A2	\$ 1,000,000.00	0.45%	April 6, 2022	218		
Members Equity Bank	S&P A2	\$ 1,000,294.52	0.47%	June 29, 2022	302	\$ 7,000,294.52	25.30%
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 6, 2021	36		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.70%	October 20, 2021	50		
Macquarie Bank Limited	S&P A1	\$ 1,000,000.00	0.50%	November 17, 2021	78	\$ 3,000,000.00	10.84%
National Australia Bank	S&P A1+	\$ 7,665.28	0.00%				
National Australia Bank	S&P A1+	\$ 157,430.18	0.00%				
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	December 15, 2021	106		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.27%	January 5, 2022	127		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.32%	February 23, 2022	176		
National Australia Bank	S&P A1+	\$ 1,500,000.00	0.33%	March 9, 2022	190		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.32%	May 4, 2022	246		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.32%	May 18, 2022	260		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.32%	June 1, 2022	274		
National Australia Bank	S&P A1+	\$ 1,000,000.00	0.33%	June 15, 2022	288	\$ 9,665,095.46	34.92%
Commonwealth Bank of Australia	S&P A1+	\$ 1,000,000.00	0.41%	July 27, 2022	330		
Commonwealth Bank of Australia	S&P A1+	\$ 1,000,000.00	0.41%	August 10, 2022	344	\$ 2,000,000.00	7.23%

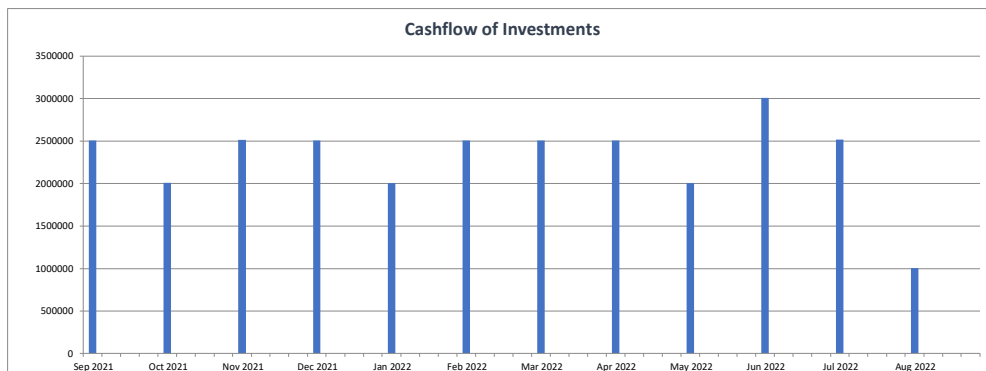
<b>TOTAL SHORT TERM INVESTMENT</b>	<b>\$ 27,674,185.13</b>	<b>Average Days to Maturity</b>	<b>177</b>	<b>100.00%</b>
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<b>% OF TOTAL INVESTMENT PORTFOLIO</b>	<b>A1 &amp; A1+ (max 100%)</b>	<b>53.0%</b>	<b>A2 (max 60%)</b>	<b>47.0%</b>	<b>A3 (max 40%)</b>	<b>0%</b>	<b>100%</b>
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<b>Weighted Average Rate</b>	<b>0.44%</b>	<b>BBSW 90 Day Rate Benchmark</b>	<b>0.0121%</b>
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<b>GENERAL BANK FUNDS</b>	<b>\$ 3,515,708.55</b>	<b>Total Budget Investment Earnings</b>	<b>-\$ 87,083.00</b>
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<b>TOTAL ALL FUNDS</b>	<b>\$ 31,189,893.68</b>	<b>Year to Date Investment Earnings</b>	<b>-\$ 62,903.39</b>
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#### PROPERTY INVESTMENT

PROPERTY ADDRESS	VALUATION BASIS	VALUE	INCOME YTD	EXPENSE YTD	NET PROFIT YTD	COMPARATIVE YTD YIELD AT CASH RATE OF 3%
48 Odegaard Drive, Rosebery	Fair Value	\$ 5,200,000	\$ 67,600	\$ 11,357	\$ 56,243	26,499

Fair Value of the property is subject to change upon completion of the 2021 Annual Financial Statements

 **14/9/2021**  
Approved by: Finance Manager

Section 2  
Financial Results  
31 August 2021

2.4 Debtor Control Accounts

**SUNDRY DEBTORS:**

BALANCE	CURRENT	30 DAYS	60 DAYS	90 DAYS	OVER 90 DAYS
236,159.46	27,550.00	31,567.18	171,045.22	1,723.00	4,274.06

**RATES:**

REPORT MONTH	OVERDUE \$	Payments Received in Advance \$	OVERDUE % OF RATES INCOME
Aug-21	\$1,398,461	\$179,067	4.48%
Aug-20	\$1,188,986		3.93%

**TOTAL OVERDUE BY YEAR AND NUMBER OF PROPERTIES**

Year	Charged in 2021/2022	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
Overdue Amount	\$25,610	\$879,627	\$206,714	\$169,385	\$62,303	\$47,568	\$7,250	\$5
Cumulative Number Of Properties	833	1845	195	100	47	26	7	1

The overdue amount for 2021/22 is the interest charged on overdue rates and waste charges from prior years. The rates levied for 2021/22 is not yet due.

**INFRINGEMENTS:**

**Final Report**

Animal Infringements	59,562.00
Public Places	2,665.00
Parking Infringements	12,519.69
Litter Infringements	0.00
Signs	0.00
Other Law and Order	0.00
Net Balance on Infringement Debts	<u><u>74,746.69</u></u>



14/9/2021

Approved by: Finance Manager

## Section 2

### Financial Results

#### 2.5 - Financial Indicators

	Target	2022	2021	2020	2019
<b>Operating Surplus Ratio</b>					
Total Operating Surplus/Deficit	0.00%	-23.82%	-18.88%	-18.87%	-23.02%
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.					
<b>Debt Service Ratio (External Loans)</b>					
EBITDA	>2	64.24	15.94	16.87	0.00
Net Debt Service Cost					
A Council's debt service ratio shows Council's debts (principal + interest) in relation to Council's income.					
<b>Rate Coverage Percentage</b>					
Rate Revenues	60%-75%	66.63%	65.22%	66.61%	63.87%
Total Revenues					
This indicator shows the percentage of total revenue raised through rates income.					
<b>Rates &amp; Annual Charges Outstanding Percentage</b>					
Rates & Annual Charges Outstanding	<5%	5.73%	4.13%	5.05%	3.88%
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	August 2021
Creditor Name	Creditor Payment Type	Amount \$	
V03475 Commonwealth Bank of Australia	Investment	2,000,000.00	
V00295 Jacana Energy	Utilities	353,993.61	
V03451 M & J Builders Pty Ltd	General Creditors	200,778.16	
2 Australian Taxation Office - PAYG	General Creditors	200,368.00	
3438 NT Shade & Canvas Pty Ltd	General Creditors	174,911.00	
639 Cleanaway Pty Ltd.	General Creditors	164,437.32	
4340 Cleanaway Waste Management -DO NOT USE, USE 639	General Creditors	163,906.32	
V01904 Veolia Environmental Service (Australia) Pty Ltd	General Creditors	91,134.53	
V02521 Darwin Commercial Construction and Maintenance Pty	General Creditors	79,998.86	
V02432 E3 Pro Pty Ltd	General Creditors	66,131.23	
5525 Easyweb Digital Pty Ltd	General Creditors	65,151.72	
V00773 Akron Group NT Pty Ltd	General Creditors	55,615.15	
938 Nightcliff Electrical	General Creditors	47,567.82	
V03556 Belgravia Health & Leisure Group Pty Ltd	General Creditors	42,636.37	
V01088 RTM - Dept of Infrastructure, Planning & Logistics	General Creditors	39,434.00	
V03073 Programmed Property Services	General Creditors	39,006.62	
V00200 Red Earth Automotive Pty Ltd	General Creditors	37,637.00	
V03223 Solar Energy Management Group Australia Pty Ltd	General Creditors	30,288.98	
V03460 Frontier Carpets & Vinyl Pty Ltd	General Creditors	28,528.50	
5508 Open Systems Technology Pty Ltd - CouncilFirst	General Creditors	27,834.07	
V00368 iWater NT Pty Ltd	General Creditors	26,080.81	
V03495 Blackadder Associates Pty Limited	General Creditors	23,414.60	
5104 JLM Contracting Services Pty Ltd	General Creditors	21,573.94	
798 YMCA of the Northern Territory	General Creditors	21,444.27	
V00582 Ezko Property Services (Aust) Pty Ltd	General Creditors	19,694.14	
1607 Sterling NT Pty Ltd	General Creditors	19,106.65	
3879 Litchfield Council	General Creditors	18,207.97	
V03299 Planning for Communities P/L - Trustee R&R Family	General Creditors	14,553.00	
V02605 QIT Plus Pty Ltd	General Creditors	14,300.00	
5651 Minter Ellison Lawyers	General Creditors	13,274.10	
2977 Optic Security Group NT	General Creditors	12,867.93	
V03176 FUJIFILM Business Innovation Australia Pty Ltd	General Creditors	12,358.50	
5 Australia Post	General Creditors	12,259.89	
V02679 Critical Hit Entertainment Pty Ltd t/a Esports	General Creditors	11,797.50	
V01118 Wilson Security Pty Ltd	General Creditors	11,562.36	
V03311 Lucky Ent Pty Ltd	General Creditors	11,550.00	
V02594 Otium Planning Group Pty Ltd	General Creditors	11,544.50	
4538 Byrne Consultants	General Creditors	11,011.44	
V01423 Fusion Exhibition & Hire Services	General Creditors	10,095.25	
3787 Total Event Services T/A Top End Sounds P/L	General Creditors	9,809.80	
V00599 Athina Pascoe-Bell	Elected Members	9,486.50	
V00399 Palmerston and Regional Basketball Association	General Creditors	8,820.56	
5031 All Aspects Recruitment & HR Services	General Creditors	8,064.40	
3880 PAWS Darwin Limited	General Creditors	8,050.00	
V02369 Maher Raunteen Solicitors	General Creditors	7,810.00	
4065 Southern Cross Protection Pty Ltd	General Creditors	7,487.91	
V02025 Event Hospitality & Entertainment	General Creditors	7,460.00	
V01584 Salary Packaging Australia	General Creditors	7,393.10	
V01143 Channel Nine Darwin (Territory Television Pty Ltd)	General Creditors	7,284.20	
V02312 Harris Kmon Solutions Pty Ltd	General Creditors	7,246.80	
V01694 NT Advertising and Distribution	General Creditors	7,232.50	
V00939 Defend Fire Services Pty Ltd	General Creditors	7,203.66	
V02563 Amcom Pty Ltd Acc no 68842	General Creditors	7,111.12	
V00474 Lane Communications	General Creditors	7,067.80	
V03572 Ategra Pty Ltd	General Creditors	6,982.80	
2587 Top End RACE	General Creditors	6,614.83	

# COUNCIL AGENDA

## Attachment 13.1.2.1

	Creditor Name	Creditor Payment Type	Amount \$
4561	Bendesigns	General Creditors	6,557.10
V01106	Darwin Toilet Hire	General Creditors	6,501.00
V01612	News Corp Australia	General Creditors	6,209.17
V02285	Territory Native Plants	General Creditors	5,984.00
V03317	Lasse Electrical Pty Ltd	General Creditors	5,830.00
V01664	BCA Engineers Pty Ltd	General Creditors	5,500.00
V00193	Amcom Pty Ltd Acc no CN5439	General Creditors	5,467.00
2336	Flick Anticimex Pty Ltd	General Creditors	5,437.39
V02997	Illion Australia Pty Ltd T/a illion TenderLink	General Creditors	5,320.70
26	Viva Energy Australia Pty Ltd	General Creditors	5,161.57
V00614	RTM - Dept. of the Attorney General and Justice	General Creditors	5,000.00
5254	True North	General Creditors	4,975.37
V02162	RMI Security - Conigrave Pty Ltd	General Creditors	4,583.89
V02317	Urban Place Designs Pty Ltd	General Creditors	4,420.00
4737	D & L Plumbing & Gasfitting	General Creditors	4,116.20
V01234	Mulga Security	General Creditors	3,971.83
4731	Yeni Redding	General Creditors	3,870.00
V00359	Melzelco Pty Ltd T/as Shadeworks Hire	General Creditors	3,852.55
V01983	Integrated RF Solutions t/a ITS Communications	General Creditors	3,422.76
V00073	Off the Leash	General Creditors	3,322.00
V03500	George F Photography	General Creditors	3,302.75
3098	Roadshow Films Pty Ltd	General Creditors	3,300.00
V01573	Amber Garden	Elected Members	3,241.98
V03567	Jarrad Crawley	Refunds & Reimbursements	3,090.00
238	The Australian Local Government Job Directory	General Creditors	2,970.00
V03471	Moo Media	General Creditors	2,915.00
V01958	Ross Kourounis T/A Rossi Architects	General Creditors	2,897.40
3313	Zip Print	General Creditors	2,821.50
5713	Clean Fun T/A Giggling Geckos Jumping Castle Hire	General Creditors	2,750.00
V01569	Benjamin Giesecke	Elected Members	2,706.77
V02509	Harbour Software Pty Ltd	General Creditors	2,706.00
V02579	Human Synergistics Pty Ltd	General Creditors	2,612.00
V00825	Damian Young	General Creditors	2,600.00
V03394	Larrikin Interactive Pty Ltd	General Creditors	2,550.00
V01598	Social Playground Darwin	General Creditors	2,500.00
V03067	Sage Landscape Material Supplies	General Creditors	2,404.00
V02760	Finlay's Stone	General Creditors	2,315.00
V02980	V Lambda Pty Ltd	General Creditors	2,310.00
V02595	Herron Todd White (Nothorn Territory) Pty Ltd	General Creditors	2,200.00
V03470	The Outfitz - Mark Stringer	General Creditors	2,100.00
V02351	Minh Thang Media	General Creditors	2,050.00
V01579	Damian Hale	Elected Members	1,986.77
2238	Hollands Print Solutions Pty Ltd	General Creditors	1,971.00
3099	Iron Mountain Australia Pty Ltd	General Creditors	1,909.39
V01572	Lucy Morrison	Elected Members	1,895.05
V01570	Sarah Louise Henderson	Elected Members	1,893.44
V02198	Total Glass Solutions NT Pty Ltd	General Creditors	1,892.00
V00010	Rural Garden Supplies	General Creditors	1,860.75
V01574	Dr Thomas A Lewis OAM	Elected Members	1,828.38
V01571	Michael Spick	Elected Members	1,826.77
2199	SBA Office National	General Creditors	1,710.14
194	Jtagz Pty Ltd	General Creditors	1,672.00
4398	Quality Indoor Plants Hire	General Creditors	1,661.00
V03265	J-MILLA	General Creditors	1,650.00
5122	NT Electrical Group	General Creditors	1,628.72
53	Eggins Electrical	General Creditors	1,611.50
V02682	Scott Murphy	General Creditors	1,450.00
V01818	Riece Ranson	General Creditors	1,400.00
V01537	Ben's Tree Service Pty Ltd	General Creditors	1,375.00
3189	Seek Limited	General Creditors	1,370.62
V00271	Fuji Xerox Business Centre NT	General Creditors	1,332.45


# COUNCIL AGENDA

## Attachment 13.1.2.1

	Creditor Name	Creditor Payment Type	Amount \$
V01042	Primetime Entertainment	General Creditors	1,320.00
V02038	Michael Maher - S.L.M	General Creditors	1,284.80
V00964	HD Enterprises Pty Ltd T/a HD Pumps	General Creditors	1,156.70
3788	HPA Incorporated	General Creditors	1,140.00
V01420	CENTRELINK (PAYROLL)	General Creditors	1,104.29
5131	Core Traffic Control Pty Ltd	General Creditors	1,100.00
87	Industrial Power Sweeping Services Pty	General Creditors	1,100.00
V01503	LG Solutions Pty Ltd	General Creditors	1,100.00
V03493	oOh!Media Operations Pty Ltd	General Creditors	1,100.00
V02167	Sanity Music Stores Pty Ltd	General Creditors	1,088.11
V02580	Bartlett Consulting	General Creditors	1,054.90
V00269	Facebooth Photobooth	General Creditors	1,050.00
V03259	Locklins Landscape Gardening	General Creditors	1,034.00
215	Employee Assistance Services NT Inc (EASA)	General Creditors	1,023.60
549	City of Darwin	General Creditors	1,000.00
V03571	Beau Donoghue	Grants, Sponsorships, Donations & Prizes	1,000.00
47	Telstra Corporation Ltd	General Creditors	981.06
4221	Institute of Public Works Engineering - IPWEA	General Creditors	935.00
4513	Southern Cross Austereo Pty Ltd	General Creditors	915.20
V00971	Go Transit Media Group Pty Limited	General Creditors	902.31
2064	Larrakia Nation Aboriginal Corporation	General Creditors	900.00
V02160	Drag Territory	General Creditors	900.00
V03401	The GG Social Club	General Creditors	875.00
V01656	TAFE Queensland North	General Creditors	866.00
4007	The Ark Animal Hospital Pty Ltd	General Creditors	856.00
V03501	Get Slushed NT	General Creditors	850.00
V01810	Jacana Energy - Payroll Deductions	General Creditors	830.00
5163	Lindsay & Linda Masters - Eclipse	General Creditors	800.00
V00168	Tactile Arts T/A Craft Council of the NT	General Creditors	800.00
V01609	NT Recycling Solutions Pty Ltd - (NTRS)	General Creditors	753.45
913	Tyre and Auto Pty Ltd t/as mycar	General Creditors	735.92
V00284	Wheeler's Books	General Creditors	730.52
V03292	Blume Designs	General Creditors	704.00
V03462	Cosplay Anime and Table-Society	General Creditors	700.00
V03213	Paige Horrigan	Grants, Sponsorships, Donations & Prizes	675.00
256	The Bookshop Darwin	General Creditors	667.54
V03581	Echo Whiskey as Ejaybee Pty Ltd	General Creditors	660.00
V02785	Kerrin Knight	Refunds & Reimbursements	650.00
5435	Access Hardware (NT) Pty Ltd	General Creditors	649.21
V01053	Solid Rock Music	General Creditors	600.00
36	Darwin Lock & Key	General Creditors	573.01
V01277	Express Studios	General Creditors	550.00
V01936	Arjays Sales & Services Pty Ltd	General Creditors	530.75
V03483	DPSH INDUSTRIES t/a Northern Panel Works	General Creditors	500.00
3594	Comics NT	General Creditors	464.00
V00270	Janie Andrews (Artist and Designer)	General Creditors	450.00
V02277	Mowbray Investments Pty Ltd - On The Menu Catering	General Creditors	447.50
V03035	Darwin Mobile Detailers	General Creditors	440.00
2186	Optus Billing Services Pty Ltd	General Creditors	432.00
4528	Miranda's Armed Security Officers Pty	General Creditors	426.80
V01397	RSPCA Darwin	General Creditors	390.00
3428	Bunnings Group Limited	General Creditors	387.36
V00702	YMCA of the Northern Territory Community Services	General Creditors	382.12
4508	News 4 U	General Creditors	341.20
V03346	AKJ Services Pty Ltd	General Creditors	330.00
V00730	Tip Top Circus Entertainment	General Creditors	300.00
V00443	Top End Hydraulic Services P/L T/A Forecast Machin	General Creditors	287.95
35	WINC Australia Pty Limited	General Creditors	285.09
V02357	Amanda Stevenson	Refunds & Reimbursements	261.87
5036	Dormakaba Aust P/L T/as Territory Door Services	General Creditors	253.00
18	Integrated Land Information System	General Creditors	251.20

# COUNCIL AGENDA

## Attachment 13.1.2.1

Creditor Name		Creditor Payment Type	Amount \$
399	St John Ambulance (NT) Incorporated	General Creditors	250.00
V00267	Natalie Chirgwin	General Creditors	250.00
V03593	Lianne Lowe	Grants, Sponsorships, Donations & Prizes	250.00
V03598	Joanne Beth Cam	Grants, Sponsorships, Donations & Prizes	250.00
4678	Allabout Party Hire & Events - Darwin Party Hire	General Creditors	240.00
V03262	WOW Wipes	General Creditors	217.80
V00555	Rydges Palmerston	General Creditors	200.00
V03240	Palmerston Ballet School	General Creditors	200.00
V03441	Bereaved Parent Support NT Inc	Refunds & Reimbursements	200.00
V01732	Forrest PR	General Creditors	180.00
V03038	Territory Graphics Pty Ltd T/as RISE Sign & Print	General Creditors	176.00
V03281	DNP Installations	General Creditors	176.00
V00943	Rentokil Initial P/L - T/a NT Pest & Weed Control	General Creditors	165.00
V02688	Skye Frost	Refunds & Reimbursements	162.75
272	City Wreckers	General Creditors	154.00
V00334	Zumba with Adrijana	General Creditors	150.00
V01714	Ezrah Philpott	General Creditors	150.00
5387	Odd Job Bob - Darren John Fillmore	General Creditors	130.00
V02930	Afrin Syeda	Refunds & Reimbursements	125.00
V03486	Marian Almazan	Refunds & Reimbursements	125.00
V03491	Jayanthi C Munasinghe	General Creditors	125.00
V03559	Emma Robinson	Refunds & Reimbursements	125.00
V03561	Chantelle Banderson	Refunds & Reimbursements	125.00
V03562	Lakmila Fernando	Refunds & Reimbursements	125.00
V00682	Leigh Dyson Plumbing	General Creditors	110.00
V00994	Frangipani Farm	General Creditors	100.00
V03469	Samantha Nicole Santos	General Creditors	100.00
V03587	Thaniel Swinborne	Refunds & Reimbursements	100.00
4871	Reface Industries	General Creditors	96.06
289	Bolinda Publishing Pty Ltd	General Creditors	93.41
V00075	Mercury Group of Companies Pty Ltd (T/A Fit2Work)	General Creditors	81.18
V03439	B.W. Cutting Pty Ltd	General Creditors	80.00
V00890	Laundryplus	General Creditors	78.65
V03555	Rince na h'Eireann irish dance association	General Creditors	75.00
V03550	Hayley Masters	Refunds & Reimbursements	60.00
V03560	Judith North	Refunds & Reimbursements	60.00
V03584	Madalyn Power	Refunds & Reimbursements	60.00
V03589	Allie Dudgeon	Refunds & Reimbursements	60.00
V03590	Sokeoun Sophy Hun	Refunds & Reimbursements	60.00
V01523	Paula Martin	Refunds & Reimbursements	50.00
V03536	John Heslop	Refunds & Reimbursements	50.00
V03585	Ruel Mitchell	Refunds & Reimbursements	50.00
V03586	Lisa Mcclenahan	Refunds & Reimbursements	50.00
V01938	Windcave Pty Limited	General Creditors	49.50
V03564	Peter Moloney	Refunds & Reimbursements	45.00
V03575	Mitchell Mulroney	Refunds & Reimbursements	45.00
V03588	Denice Mcconnachie	Refunds & Reimbursements	45.00
V03597	Maureen Kilgallon	Refunds & Reimbursements	45.00
V03563	Stoney Campbell	Refunds & Reimbursements	22.55
V02545	Amazon Web Services Inc	General Creditors	3.49
			4,577,749.85
Percentage of this month's payments made to local suppliers (excludes investments placed)			95%
			
14/9/2021			
Approved by: Manager Finance			

## SECTION 2

### Financial Results

#### 2.7 - Creditor Accounts Outstanding August 2021

Creditor No.	Creditor Name	Amount \$
5272	Greville Fabrication Pty Ltd	1,892.00
3313	Zip Print	946.00
4561	Bendesigns	66.00
V02009	Golder Associates Pty Ltd	(1,782.55)
		1,121.45

*Please note that all creditors are outstanding less than 30 days*



14/9/2021

Approved by: Manager Finance

Section 2  
Financial Results

2.8 - Waste Charges as at 31 August 2021

Waste Management

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Rates & Charges	6,801,273	6,829,951	0	6,829,951	100%
Other Revenue	4,006	0	0	0	0%
<b>Income</b>	<b>6,801,273</b>	<b>6,829,951</b>	<b>0</b>	<b>6,829,951</b>	<b>100%</b>
<b>Operating Expenditure</b>					
Employee Costs	-640,533	-106,756	0	-106,756	17%
Professional Services	-40,000	-15,430	-21,579	-37,009	93%
Educational Resources	-80,000	0	0	0	0%
Grants / Donations/Contributions Paid	-20,000	-6,525	0	-6,525	33%
Utilities	-20,000	-198	0	-198	1%
Street Sweeping	-320,000	-1,000	-97,989	-98,989	31%
Litter Collection	-538,000	-23,202	-135,720	-158,922	30%
Domestic Bin Collection	-2,146,891	-149,661	-549,805	-699,466	33%
Community Programs & Events	-10,000	0	0	0	0%
Kerb Side Collections	-160,000	0	-142,161	-142,161	89%
Tip Recharge Domestic Bin collection	-858,169	0	-69,930	-69,930	8%
Transfer Station	-1,223,766	-1,369	0	-1,369	0%
Loan Repayments	-39,585	0	0	0	0%
Tip Recharge Transfer Station	-366,180	0	-25,656	-25,656	7%
Verge Beautification	-40,000	0	0	0	0%
<b>Operating Expenditure</b>	<b>-6,503,124</b>	<b>-304,141</b>	<b>-1,043,618</b>	<b>-1,347,758</b>	<b>21%</b>
<b>Capital Expenditure</b>					
Reserve Funded Capital Works	0	0	0	0	0.00%
<b>Capital Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Borrowings</b>					
Repayments - Archer Loan Principal	0	0	0	0	0.00%
<b>Borrowings</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Profit/(Loss)</b>	<b>298,149</b>	<b>6,525,811</b>	<b>-1,043,618</b>	<b>5,482,193</b>	



14/09/2021

Approved by: Finance Manager

Section 2  
Financial Results

2.9 - Commercial Leases as at  
Commercial Leases

31 August 2021

	Revised Budget \$	YTD Actuals \$	Commitment \$	Total YTD Actuals + Commitments \$	% Utilised
<b>Income</b>					
Library Services	22,676	5,404	0	5,404	24%
Director Organisational Services	66,891	11,802	0	11,802	18%
Civic Centre	105,000	23,333	0	23,333	22%
<b>Income</b>	<b>194,567</b>	<b>40,540</b>	<b>0</b>	<b>40,540</b>	<b>21%</b>
<b>Expenditure</b>					
Director Organisational Services	-193,145	-2,540	0	-2,540	1%
<b>Expenditure</b>	<b>-193,145</b>	<b>-2,540</b>	<b>0</b>	<b>-2,540</b>	<b>1%</b>
<b>Profit/(Loss)</b>	<b>1,422</b>	<b>37,999</b>	<b>0</b>	<b>37,999</b>	

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



14/9/2021

Approved by: Finance Manager



Section 2  
Financial Results

2.10 - Council Loans

31 August 2021

**Internal Loan - Making the Switch Balances**

1st Withdrawal June 2019	640,000
2nd Withdrawal June 2020	2,583,849
Public lighting officer June 2020	114,000
<b>Project Cost taken from FILOC</b>	<b>3,337,849</b>
Repayments 2019/20	(200,000)
Repayments 2020/21	(313,615)
<b>Loan Balance at 1/07/2021</b>	<b>2,824,233</b>

**Internal Loan - Making the Switch**

Principal as of 1/7/2021	Principal Loan Repayments for 2021/22	Principal Loan Repayments YTD	Interest for 2021/22	Interest YTD	Loan balance as of 30/06/2022
2,824,233	321,849	-	70,309	-	2,502,384
	<b>321,849</b>	<b>-</b>	<b>70,309</b>	<b>-</b>	<b>2,502,384</b>

The above table shows the total loan amount taken from the FILOC Reserve. The interest rate is fixed at 2.60% for the duration of the loan and is paid on a quarterly basis. The loan repayments will end in 2029. The final loan value for this project is \$3,223,849 not including employee costs for the Public Lighting Officer.

**External Loan - Archer Landfill Rehabilitation Balances**

Loan from NAB	1,960,000
<b>Total Loan Amount</b>	<b>1,960,000</b>
Repayments 2019/20	(221,414)
Repayments 2020/21	(228,285)
<b>Loan Balance at 1/07/2021</b>	<b>1,510,301</b>

**External Loan - Archer Landfill Rehabilitation**

Principal as of 1/7/2021	Principal Loan Repayments for 2021/22	Principal Loan Repayments YTD	Interest for 2021/22	Interest YTD	Loan balance as of 30/06/2022
1,510,301	234,504	-	39,869	-	1,275,797
	<b>1,510,301</b>	<b>-</b>	<b>39,869</b>	<b>-</b>	<b>1,275,797</b>

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 and is paid on a quarterly basis.



14/09/2021

Approved by: Finance Manager

# COUNCIL REPORT

## 2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.1
<b>REPORT TITLE:</b>	Casting Vote
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Governance Lead, Caroline Hocking
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

This report seeks Council to resolve whether the Chairperson of a Council Meeting shall hold a Casting Vote (second vote), for a decision in the event of an equality of votes.

### KEY MESSAGES

- The *Local Government Act 2019* allows for councils to adopt a policy to allow the Chairperson of a Council Meeting to hold a casting vote.
- A Casting Vote is used at a Council Meeting in the event of an equality of votes.
- Council must make the determination at the First Council Meeting following a general election.
- Once adopted the policy cannot be altered or revoked during the term of the Council and the policy lapses at the next general election.
- The 10th Council comprises of eight Elected Members, increasing the potential for tied votes.
- Council's previous position has been to allow the Chairperson a casting vote.
- Should Council decide not to allow for a casting vote, in the event of equal votes, the vote is lost.

### RECOMMENDATION

1. THAT Report entitled Casting Vote be received and noted.
2. THAT pursuant to section 95(6) of the *Local Government Act* it be a policy of the 10th City of Palmerston Council that the Chair of Council Meetings hold a casting vote in the event of an equality of votes.
3. THAT Council adopt draft policy Casting Vote being **Attachment 13.2.1.1** to Report entitled Casting Vote as a policy of Council.

### BACKGROUND

The 9th Council Term resolved at its First Council Meeting to allow the Chair of a Council Meeting to hold a casting vote:

### *Casting Vote by Chair*

9/0001

1. THAT Report Number 9/0001 entitled Casting Vote by Chair be received and noted.

**CARRIED 9/0004 – 17/04/2018**

2. THAT pursuant to Section 61 (6) of the Local Government Act it be a policy of the 9<sup>th</sup> City of Palmerston Council that the Chair of meetings of the Council shall hold a second or casting vote where there is an equal number of votes on a matter before the Council.
3. THAT Council amend Policy Number EM01 – Elected Members to reflect the 9<sup>th</sup> City of Palmerston Council's Policy regarding Casting Vote by the Chair.

**CARRIED UNANIMOUSLY 9/0005 – 17/04/2018**

The policy has now lapsed as a general election has concluded and the 10<sup>th</sup> Council must consider the matter.

### **DISCUSSION**

Section 95 of the *Local Government Act* (the Act) allows councils to adopt a policy to allow the chairperson of a council meeting to hold a casting vote. The policy may only be established by Council resolution at the first Council meeting following a local government general election.

Each Member present at a meeting has and must exercise one vote on a question arising for a decision at a meeting. If the Council has a policy allowing the Chairperson to exercise a casting vote, the Chairperson must exercise the vote in the event of an equality of votes. Given the composition of the Council being an even number of members, there is potential for an increased number of tied votes on matters before the Council.

To allow for a casting vote, Council must adopt a policy that states the Chairperson will hold the vote and describes out how the vote will be considered.

A casting vote can only be used by the Chairperson when there are equal votes for a decision at a Council meeting. During such occurrence the casting vote will determine the vote. The Chairperson must exercise the vote either for or against the motion. A policy has been drafted in accordance with section 95(6) of the Act, provided at **Attachment 13.2.1.1**.

If adopted the policy cannot be altered or revoked during the term of the Council, and lapses at the conclusion of the next general election.

Should Council determine not to allow for a casting vote, in the event of equal votes, the vote is lost.

It is being recommended that the Council adopt the draft policy allowing the Chairperson to exercise a casting vote.

### **CONSULTATION PROCESS**

Community consultation is not required for this policy, as it is a requirement under the *Local Government Act* and must be determined by Council at the first meeting.

If adopted, the policy will be placed on the Council's website.

### **POLICY IMPLICATIONS**

Council must adopt a policy to allow the chairperson to exercise a casting vote. Once adopted the policy cannot be altered or revoked for the term of the Council. The policy will remain in place until the next local government general election.

If no policy is adopted then the Chairperson will not be able to exercise a casting vote.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

Section 95(5) and (6) of the Act provides the requirements on a casting vote:

#### **95 Procedure at meeting**

- (5) Each member present at a meeting has and must exercise one vote on a question arising for decision at the meeting and, if the council has a policy allowing the chairperson to exercise a casting vote, the chairperson must exercise, in the event of an equality of votes, a second or casting vote.
- (6) A policy to allow the chairperson to exercise a casting vote:
  - (a) may only be established by resolution of the council passed at the first meeting of the council to be held after a general election; and
  - (b) cannot be altered or revoked during the term of the council; and
  - (c) lapses at the conclusion of the next general election.

There is a risk of increased number of tied votes at Council meetings given the composition of the Council being an equal number of members.

If a vote on a question arising has an equality of votes, and no casting vote is available, then the motion is lost.

The Act determines that a decision of Council by a majority of the votes of the members present at a meeting of Council is a decision of the Council, section 95(4).

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders**  
Context: Council needs to be credible and trusted by those within and external to the Council.
- 4 Fails to effectively design and implement contemporary governance practices**  
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

*A Place for People*

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 - Casting Vote [13.2.1.1 - 2 pages]

Name:	Casting Vote		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	21/09/2021	Next Review:	11th Council Term
Records Number:		Council Decision:	
Legislation Reference:	Section 95(6) <i>Local Government Act 2019</i>		

## 1 PURPOSE

To allow the Chairperson of a Council Meeting to exercise a casting vote (second vote) for decision at a Council Meeting in the event of an equality of votes.

## 2 PRINCIPLES

Council is committed to clear and transparent decision making, actively pursuing the communities trust through being open and accountable.

## 3 DEFINITIONS

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

Term	Definition
Chairperson	Pursuant to section 95(1) of the <i>Local Government Act</i> .
Casting Vote	Means an extra vote given by a Chairperson to decide on a matter when the votes on each side are equal.
Council Meeting	Means Ordinary Council Meeting and Special Council Meeting.

## 4 POLICY STATEMENT

### 4.1 Chairperson has a Casting Vote

4.1.1 If there is an equality of votes on a question arising for a decision at a Council Meeting, the Chairperson has a casting vote.

### 4.2 Use of a Casting Vote

4.2.1 A casting vote is to be exercised by the Chairperson when there are equal votes for a decision at a Council Meeting. During such an occurrence, the casting vote will determine the vote.

4.2.2 The Chairperson must exercise the casting vote either in favour or against the motion.

4.2.3 If there are unequal votes, the Chairperson cannot exercise a casting vote.

### 4.3 This policy cannot be altered or revoked for the term of the present Council and lapses at the conclusion of the next general election.

## 5 ASSOCIATED DOCUMENTS

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- 5.1 *Breach of Code of Conduct by Elected Member*
- 5.2 *City of Palmerston Community Plan*

## 6 REFERENCES AND RELATED LEGISLATION

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



# COUNCIL REPORT

### 2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.2
<b>REPORT TITLE:</b>	Nature and Timing of Council Meetings
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Governance and Strategy Manager, Manu C. Pillai
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

The purpose of this report is for Council to determine when it will hold its Ordinary Meetings for the term of the 10th City of Palmerston Council.

### KEY MESSAGES

- Section 90(1) of the *Local Government Act* requires that Council must hold an Ordinary Meeting of Council at least once in each successive period of two months.
- Subject to the *Local Government Act*, Council may deal with business of any kind at an Ordinary Meeting.
- Council currently holds two Ordinary Meetings per month on the first and third Tuesday commencing at 5.30pm.
- Only one Ordinary Meeting for the months of December and January are currently held given the Christmas holiday period.
- Council holds public forums on the same day of an Ordinary Meeting commencing at 5.00pm.
- In deciding the timing of meetings, consideration should be given to good governance and decision-making practices.
- In a 12 month period Council considers on average 180 Reports making 490 decisions.
- It is being recommended that Council hold two Ordinary Meetings a month, preceded by a Public Forum, to allow business of the Council to be appropriately and transacted in a timely manner.

### RECOMMENDATION

1. THAT Report entitled Nature and Timing of Council Meetings be received and noted.
2. THAT in accordance with Section 90(1) of the *Local Government Act 2019*, Council hold two Ordinary Meetings, on the first and third Tuesday of each month commencing at 5.30pm.
3. THAT Council only hold one Ordinary Council Meeting in December and January, being the Second Tuesday of December and the third Tuesday of January commencing at 5.30pm.
4. THAT Council hold an Open Public Forum preceding an Ordinary Council Meeting of each month commencing at 5.00pm.

## BACKGROUND

Section 90 of the *Local Government Act* (the Act) states:

### 90 Nature and timing of council meetings

- (1) A council must hold a meeting of its members (an ordinary meeting) at least once in each successive period of 2 months.
- (2) Subject to this Act, a council may deal with business of any kind at an ordinary meeting.
- (3) The first ordinary meeting of a council to be held after a general election must:
  - (a) be held within 21 days after the conclusion of that general election; and
  - (b) set the schedule for the holding of ordinary meetings for the term of the council.
- (4) The schedule for the holding of ordinary meetings may be altered at a subsequent meeting.
- (5) The council may hold a meeting to deal with a particular item of business (a special meeting) whenever circumstances require.

At the Ordinary Council Meeting on 17 April 2018, Council made the following decisions:

#### Nature and Timing of Council Meetings

1. *THAT Report Number 9/0004 entitled Nature and Timing of Council Meetings be received and noted.*
2. *THAT in accordance with Section 58 (1) of the Local Government Act, Council holds two (2) Ordinary Meetings, held on the 1st and 3rd Tuesday of each month commencing at 5.30pm at the Civic Plaza.*
3. *THAT Council hold an Open Public Forum, on the same day of its Ordinary Meetings, commencing at 5.00pm*

*CARRIED 9/0010 – 17/04/2018*

## DISCUSSION

The City of Palmerston generally conducts its Ordinary Council Meetings on the first and third Tuesday of each month, this has been a publicised practice since 2003.

Ordinary Council Meetings are currently scheduled at 5:30pm to allow for business agendas to be discussed in a timely manner and at a reasonable hour of the evening. This could assist with improved decision making and good governance.

Council has reduced its number of Ordinary Meetings in December and January to one meeting a month due to the Christmas and New Period and the availability of Members and staff.

Open public forums are currently held prior to each Ordinary Council Meeting at 5.00pm. The Community are encouraged to attend and raise issues, ask questions, or simply inform the Council of their views relating to a particular matter. The Forum will be Chaired by the Mayor and will conclude in sufficient time to allow the commencement of the Ordinary Meeting.

In accordance with section 91 of the Act, meetings of Council are convened by the Chief Executive Officer (CEO). Once Council determines when its Council Meetings are held, a forward schedule of meeting dates will be circulated to Elected Members on a regular basis.

In addition, Special Council Meetings will be held on an as-needs basis, in response to issues should they arise. The CEO may convene a special meeting of the council at a specified time and place to deal with specified business if:

- the Mayor or three or more other elected members request the CEO in writing to convene the meeting; or
- the council resolves that the special meeting should be convened.

To encourage community engagement, from time to time Council may change the location of Council Meetings from the Chambers to various locations within Palmerston. A future report will be presented to Council.

In considering the frequency of meetings, Council should consider legislative requirements and good governance practices, being:

- Community expectations
- Timeliness of decisions
- Availability of Elected Members
- Expected volume of business
- Impact on resources

Within a 12 month period Council considers on average 180 Reports making 490 decisions.

It is being recommended that Council hold two Ordinary Meetings a month with the exception of December and January, preceding by a Public Forum, to allow business of the Council to be appropriate and transitioned in a timely manner.

### **CONSULTATION PROCESS**

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

- Governance Lead

Public consultation is not required in setting the timing of Council meetings as it is a requirement under the Act.

Once the nature and timing of meetings has been decided, publication of Council Meetings are advertised and available to the public in accordance with section 93 of the Act.

### **POLICY IMPLICATIONS**

There are no policy implications for this report.

### **BUDGET AND RESOURCE IMPLICATIONS**

Should Council determine to continue holding two Ordinary Meetings a month, there will be no additional budget or resource implications.

Increasing the frequency of meetings will impact in Council resources in preparing business papers.

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

Section 90 of the *Local Government Act 2019* deals with the Nature and Timing of Council Meetings. Failure to meet these requirements may cause non-compliance with the Act.

Decreasing the number of meetings could adversely impact on timelines of decision making. In accordance with the Act the schedule of meetings can be altered at any time.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

Business Papers are provided to Members through a shared portal 'Docs on Tap'. By accessing documents electronically reduces in paper waste, with the Council being more sustainable.

### **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

<b>AGENDA ITEM:</b>	13.2.3
<b>REPORT TITLE:</b>	Order of Business - Ordinary Council Meetings
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Governance and Strategy Manager, Manu C. Pillai
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

The purpose of this report is for Council to consider the Order of Business at its Ordinary Meetings of Council.

### KEY MESSAGES

- Section 7(1) of the *Palmerston (Procedures for Meetings) By-Laws* requires that an Order of Business at an Ordinary Meeting must be as Council resolves.
- In accordance with the *Local Government Act*, the Chief Executive Officer is responsible to prepare business papers and convene meetings of the Council.
- The existing Order of Business has been developed and refined overtime and has been reviewed as part of the advice to the 10<sup>th</sup> Council.
- The review of the existing Order of Business has only one recommended change, which is for Council to consider Action Reports before Information Reports given their priority.
- Council's Order of Business can be refined at any time.
- It is being recommended that the attached Order of Business for Open and Closed Ordinary Council Meetings be endorsed.

### RECOMMENDATION

1. THAT Report entitled Order of Business - Ordinary Council Meetings be received and noted.
2. THAT Council approves the 10<sup>th</sup> City of Palmerston Order of Business for Ordinary Council Meetings as provided at **Attachment 13.2.3.1** and **Attachment 13.2.3.2** of Report entitled Order of Business - Ordinary Council Meetings.

### BACKGROUND

The *City of Palmerston (Procedures for Meetings) By-Laws*, Section 7 and 8 state:

#### **7 Order of business**

- (1) *Subject to these By-laws, the order of business at an ordinary meeting must be as the council or the committee (as the case may be) determines by resolution.*

- (2) *Despite a determination under clause (1), the order of business at an ordinary meeting may be altered for a particular meeting if the members at that meeting pass a motion to that effect.*
- (3) *A motion under clause (2) may be moved without notice.*

## **8 Business paper**

- (1) *The clerk must, as soon as practicable before an ordinary meeting or within such other time as the council or the committee (as the case may be) determines by resolution, prepare a business paper for the meeting.*
- (2) *Copies of the business paper must be made available to the public, at the council office and at the other places the council or the committee (as the case may be) determines by resolution, as soon as practicable before the meeting.*
- (3) *The business paper prepared under clause (1) may contain any of the following:*
  - (a) *matters of which notice has been given in accordance with these By-laws;*
  - (b) *questions of which notice has been given in accordance with these By-laws;*
  - (c) *matters referred to the council by a committee or matters referred to the committee by a subcommittee (as the case may be);*
  - (d) *officers' reports referred to the meeting by the clerk;*
  - (e) *any other business the council or the committee (as the case may be) determines by resolution is to be contained in the business paper.*
- (4) *Subject to these By-laws, the council or the committee (as the case may be) may set by resolution a time prior to which items for inclusion in the business paper must be received by the clerk*

Section 94 of the Local Government Act 2019 states:

### ***Business to be considered at meeting***

*An ordinary meeting may deal with business of any kind but a special meeting may deal only with the business for which the special meeting was convened unless all members are present at the special meeting and unanimously decide, by resolution, to deal with other business.*

The Chief Executive Officer is responsible to prepare business papers and convene meetings of Council in accordance with the *Local Government Act*.

Council's current Order of Business has been developed and refined overtime, to ensure consistency with Council's practices, as well as legislative and policy changes.

## **DISCUSSION**

Council's Order of Business ensures the decision-making process is transparent and efficient. A well-structured agenda assists Elected Members to get the most out of meetings, enabling them to make informed decisions that come from analysis of sound advice and constructive debate.

Council is able to refine its Order of Business for Ordinary Council Meetings at any time during the term to ensure continuous improvement. A review of the Order of Business has been undertaken with consideration of the:

- *Local Government Act*
- *Palmerston (Procedures for Meetings) By-Laws*
- *Council Policies and Guidelines*
- *Good governance practices*
- *Meeting processes and practices*

Only one change is being recommended to Council's current Order of Business. It is being recommended that Action Reports are considered prior to Receive and Note Reports. Action Reports require a decision by Council and therefore considered a priority over information only reports.

The agenda responsibility rest with the CEO, and the agenda sets out the order of business. The proposed Order of Business for Open and Closed Ordinary Council's Meetings are provided at **Attachment 13.2.3.1** and **Attachment 13.2.3.2**.

It is being recommended that the attached Order of Business for Open and Closed Ordinary Council Meetings be endorsed.

### **CONSULTATION PROCESS**

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

- Governance Lead

There is no public consultation required for the adoption of Council's Order of Business format which is a requirement under the Palmerston (Procedure for Meetings) By-Laws.

Publication of the Open Council Meeting Agenda is placed on Council's website and available to the Community three business days before a meeting. Open Minutes from a Council Meeting will be available at least ten business days after the meeting.

### **POLICY IMPLICATIONS**

Council Guideline [Public Question Time](#) provides guidance on considering formal questions submitted in advance.

Council Policy [Audio/Audiovisual Conferencing](#) authorises Member's attendance at a Council Meeting by way of remote conferencing and describes the members obligations by attending in this manner.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

The recommended Order of Business ensures the decision-making process is transparent and efficient. Additional provisions for public questions and forums will enable better interactions with the community.

Council's Order of Business can be refined at any time for continuous improvement.

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders  
Context: Council needs to be credible and trusted by those within and external to the Council.
- 4 Fails to effectively design and implement contemporary governance practices  
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.



### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

### **ATTACHMENTS**

1. Order of Business - Open Ordinary Council Meeting [**13.2.3.1** - 1 page]
2. Order of Business - Closed Ordinary Council Meeting [**13.2.3.2** - 1 page]

## **ORDER OF BUSINESS**

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### **OPEN - ORDINARY COUNCIL MEETINGS**

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
  - 6.2. Business Arising from Previous Meeting
7. **MAYORAL REPORT**
8. **DEPUTATIONS AND PRESENTATIONS**
9. **PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)**
10. **CONFIDENTIAL ITEMS**
  - 10.1. Moving Confidential Items into Open
  - 10.2. Moving Open Items into Confidential
  - 10.3. Confidential Items
11. **PETITIONS**
12. **NOTICES OF MOTION**
13. **OFFICER REPORTS**
  - 13.1. Action Reports
  - 13.2. Receive and Note Reports
14. **INFORMATION AND CORRESPONDENCE**
15. **REPORTS OF DELEGATES**
16. **QUESTIONS BY MEMBERS**
17. **GENERAL BUSINESS**
18. **NEXT ORDINARY COUNCIL MEETING**
19. **CLOSURE OF MEETING TO PUBLIC**
20. **ADJOURNMENT OF MEETING AND MEDIA LIAISON**



## ORDER OF BUSINESS

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### CLOSED - ORDINARY COUNCIL MEETINGS

- 21. RESUMPTION OF MEETING
- 22. CONFIRMATION OF CONFIDENTIAL MINUTES
  - 22.1. Confirmation of Minutes
  - 22.2. Business Arising from Minutes
- 23. CONFIDENTIAL DEPUTATIONS AND PRESENTATIONS
- 24. CONFIDENTIAL NOTICES OF MOTION
- 25. CONFIDENTIAL OFFICER REPORTS
  - 25.1. Action Reports
  - 25.2. Receive and Note Reports
- 26. CONFIDENTIAL INFORMATION AND CORRESPONDENCE
- 27. CONFIDENTIAL QUESTIONS BY MEMBERS
- 28. CONFIDENTIAL GENERAL BUSINESS
- 29. CLOSURE OF MEETING

# COUNCIL REPORT

2nd Ordinary Council Meeting

**AGENDA ITEM:** 13.2.4  
**REPORT TITLE:** Deputy Mayor  
**MEETING DATE:** Tuesday 21 September 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 adopt the Tenth Council's policy position in relation to the appointment of Deputy Mayor and to appoint its first Deputy Mayor.

### KEY MESSAGES

- The *Local Government Act* allows for councils to appoint a Deputy Mayor, the length of term of appointment is at Council's discretion.
- Council acknowledges that the Mayor will, at times not be available to perform their duties and the position of Deputy Mayor will be required to act in the position.
- In fixing the term of Deputy Mayor. It is suggested that the appointment be voluntary, this will ensure nominated Elected Members are able and willing to undertake the additional duties.
- As part of good governance, it is recommended that the term of Deputy Mayor be such to provide every member with an opportunity should they wish to nominate.
- Based on a principle of equal opportunity, the term of Deputy Mayor for the seven Elected Members is being recommended as 207 days per term.
- Ordinary Members may choose not to undertake the role of Deputy Mayor, or if endorsed may undertake the role on multiple occasions.
- There are a variety of options available to Council in fixing its appointment term.
- It is being recommended that Council adopt amended policy Appointment of Deputy Mayor which would endorse Option One, providing equal opportunity for the seven Ordinary Members for the 10<sup>th</sup> Council Term.

### RECOMMENDATION

1. THAT Report entitled Deputy Mayor be received and noted.
2. THAT Council endorse the position of Deputy Mayor to be a term set of seven intervals of 207 days and that method of appointment be as per Council Policy *Appointment of Deputy Mayor*.
3. THAT Council adopt amended Council Policy Appointment of Deputy Mayor being **Attachment 13.2.4.3** of Report entitled Deputy Mayor.

4. THAT Council appoint Alderman \_\_\_\_\_ as Deputy Mayor in accordance with Council Policy *Appointment of Deputy Mayor* commencing 22 September 2021 to 17 April 2022 inclusive.

### BACKGROUND

Section 61 (3) of the *Local Government Act* provides for councils to appoint one of its members to be the Deputy Mayor of the Council. The appointed term can be until the conclusion of the next general election, or a lesser term fixed by the Council.

The Ninth Council resolved to appoint the position of Deputy Mayor on a rotation of five-months. This provided each Member with at least one opportunity to undertake the role of Deputy Mayor.

Council Policy *Appointment of Deputy Mayor* was reviewed against the new *Local Government Act 2019* and adopted by the previous Council in November 2020. The policy captures the Deputy Mayor's term and method of appointment. A copy of the policy is provided at **Attachment 13.2.4.1**.

### DISCUSSION

A review of Council Policy *Appointment of Deputy Mayor* has been undertaken in the preparation of this report. Minor administrative amendments are recommended to be consistent with updated legislation, relating Council Policies and Council practices.

Council acknowledges that the Mayor will, at times not be available to perform their duties and the position of Deputy Mayor will be required to act in the position.

In accordance with section 59(2) of the Act the Deputy Mayor is to carry out any of the Mayor's functions when the Mayor:

- Delegates the functions to the deputy; or
- Is absent from official duties because of illness or for some other reason.

In addition, Council has an expectation that the Deputy Mayor shall:

- Where appropriate be the alternate to represent the Mayor;
- Be available to attend to official duties when Acting Mayor; and
- Attend civic and ceremonial functions and receptions.

The Deputy Mayor will also hold representation on the Chief Executive Performance Appraisal Committee, that meet at least twice a year.

There are some options available to Council in fixing the term of Deputy Mayor. It is suggested that the appointment be voluntary, this will ensure nominated Elected Members are able and willing to undertake the additional duties.

#### Option One – 207 days for seven terms (recommended)

This option provides each Ordinary Member with at least one opportunity to undertake the role of Deputy Mayor, should they wish to nominate and is the will of the Council. This would result in seven intervals of 207 days.

The calculation has been based on a time period from 22 September 2021 to 10 September 2025 (inclusive) divided by seven positions. The final term appointed may vary slightly depending on the date of election declaration set by the Northern Territory Electoral Commission.

Based on this calculation, the following seven terms would occur:

Term 1	22 September 2021 to 17 April 2022
Term 2	18 April 2022 to 10 November 2022
Term 3	11 November 2022 to 5 June 2023
Term 4	6 June 2023 to 29 December 2023
Term 5	30 December 2023 to 23 July 2024
Term 6	24 July 2024 to 15 February 2025
Term 7	16 February 2025 to 10 September 2025 ( <i>pending election declaration date</i> )

By basing the terms on a daily calculation, this provides equal opportunity and accurate allowance payments whilst Members are acting in the role.

#### Option two – Full Term

This option Council appoints a single Elected Member as Deputy Mayor for the whole Council Term. Whilst providing consistent representation, it excludes other Members from the position.

#### Option three – Other timeframes

The Council may choose another fixed timeframe.

The current policy states that the appointment will be conducted at an Ordinary Council Meeting, by a show of hands unless otherwise determined by Council. In all options presented it is recommended that the methodology for appointment remain as per Council Policy *Appointment of Deputy Mayor*.

It is being recommended that Council endorse Option One, as part of good governance to provide every member with an opportunity to undertake the role of Deputy Mayor should they wish to nominate.

### **CONSULTATION PROCESS**

Consultation was previously held with the Department of the Chief Minister and Cabinet in the drafting of Council Policy *Appointment of Deputy Mayor* which is compliant with the new *Local Government Act 2019*.

### **POLICY IMPLICATIONS**

Council's policy has been amended to adequately address the recommended new principles, the proposed track changes are provided at **Attachment 13.2.4.2**.

Council Policy *Elected Member Allowances and Expenses* covers allowances, benefits, and support to be provided to Elected Members.

### **BUDGET AND RESOURCE IMPLICATIONS**

The appointment term has been calculated into days to ensure equal opportunity and to ensure accuracy of allowance payment.

The Deputy Mayor receives additional allowances to that of a member. [Ministerial Guideline 2A: Council member allowances](#) set the Elected Member Allowances for 2021/2022.

It should be noted that the new *Local Government Act 2019* that commenced 1 July 2021 provides for council member allowances to be determined by the Remuneration Tribunal. Until the Remuneration

Tribunal makes its first report on council member allowances, allowances will continue in accordance with the allowance categories and rules under Guideline 2A: *Council member allowances*.

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

Should Council not appoint a Deputy Mayor, the Council could be a risk by not be appropriately represented in the case of the Mayor being unavailable due to unforeseen circumstances.

The Mayor holds additional responsibilities to that of an ordinary council member in accordance with section 59(1) of the *Local Government Act*:

- (1) In addition to the role of a member mentioned in section 44, the principal member of a council has the following functions:
  - (a) to chair meetings of the council;
  - (b) to speak on behalf of the council as the council's principal representative;
  - (c) to liaise with the CEO about the performance of the council's and CEO's functions;
  - (d) to promote behaviour among the members of the council that meets the standards set out in the code of conduct;
  - (e) to lead the council to undertake regular review of the performance of the CEO.

Elected Members should note that it is not a conflict of interest to vote for themselves.

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to effectively regain the trust from all stakeholders  
Context: Council needs to be credible and trusted by those within and external to the Council.
- 4 Fails to effectively design and implement contemporary governance practices  
Context: Strong foundations to hold the Council and Administration to account with clear and transparent performance reporting.

### **ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this report.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

### **ATTACHMENTS**

1. Current - Council Policy - Appointment of Deputy Mayor [13.2.4.1 - 2 pages]
2. Amended - Council Policy - Appointment of Deputy Mayor [13.2.4.2 - 2 pages]
3. Proposed - Council Policy - Appointment of Deputy Mayor [13.2.4.3 - 2 pages]

Name:	Appointment of Deputy Mayor		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance		
Approval Date:	3/11/2020	Next Review Date:	21/09/2021
Records Number:	432503	Council Decision:	9/1364

## 1 PURPOSE

The purpose of this policy is to ensure a consistent and transparent approach is followed in appointing a Deputy Mayor of the City of Palmerston.

## 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, accessible, and accountable.

The City of Palmerston acknowledges that the Mayor will, at various times, be absent from duties and is good governance to appoint a Deputy Mayor to act in the role as required.

## 3 DEFINITIONS

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

Term	Definition
Elected Members	Means the individuals holding the office of a member of the City of Palmerston
Deputy Mayor	Means the Elected Member appointed by the Council to the office of Deputy Mayor
Civic and ceremonial functions	Refers to official events held such as Citizenship Ceremonies, Australia Day, Community Awards, ANZAC Day Ceremonial events and official Council openings and launches

## 4 POLICY STATEMENT

- 4.1 Appointment of Deputy Mayor
  - 4.1.1 Council has resolved to appoint a Deputy Mayor to act in the role as Mayor when the Mayor is absent from duties.
  - 4.1.2 The term of office for Deputy Mayor is five months, with the incumbent eligible to renominate.
  - 4.1.3 Appointment will be conducted at an Ordinary Council Meeting, prior to the expiry of the current term.
  - 4.1.4 Nominations for the Deputy Mayor will be sought by a show of hands, unless otherwise determined by Council.
  - 4.1.5 It is not a conflict of interest for a Member to vote for themselves.
  - 4.1.6 Any appointment as Deputy Mayor will expire at the end of the Council term.



**4.2 Role of Deputy Mayor**

The *Local Government Act* (the Act) establishes the statutory responsibilities for the position of Deputy Mayor. In addition, Council has an expectation that the Deputy Mayor shall:

- Where appropriate be the alternative to represent the Mayor
- Be available to attend to official duties when Acting Mayor
- Attend civic and ceremonial functions and receptions

**4.3 Allowance of Deputy Mayor**

Allowance will be in accordance with the *Local Government Guidelines – allowances for council members* and paid in accordance with Council Policy *Elected Members Benefits and Support*.

**5 ASSOCIATED DOCUMENTS**

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- 5.1 *City of Palmerston Community Plan*
- 5.2 *Code of Conduct Elected Members*
- 5.3 *Council Policy - Elected Members Benefits and Support*

**6 REFERENCES AND RELATED LEGISLATION**

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- 6.1 *Local Government Act*
- 6.2 *Local Government Guidelines*
- 6.3 *Local Government Regulations*
- 6.4 *Palmerston By-Laws*

Name:	Appointment of Deputy Mayor		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance <u>and Strategy Manager</u>		
Approval Date:	<u>3/11/2020</u> <u>21/09/2021</u>	Next Review Date:	<u>21/09/2024</u> <u>21/09/2025</u>
Records Number:	<u>432503</u>	Council Decision:	<u>9/1364</u>
Legislation Reference:	<u>Section 59 &amp; 61(3) Local Government Act 2019</u>		

## 1 PURPOSE

The purpose of this policy is to ensure a consistent and transparent approach is followed in appointing a Deputy Mayor of the City of Palmerston.

## 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, accessible, and accountable.

The City of Palmerston acknowledges that the Mayor will, at various times, be absent from duties and is good governance to appoint a Deputy Mayor to act in the role as required.

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Term	Definition
Elected Members	Means the individuals holding the office of a member of the City of Palmerston
Deputy Mayor	Means the Elected Member appointed by the Council to the office of Deputy Mayor
Civic and ceremonial functions	<del>Refers to</del> <u>Means</u> official events held such as Citizenship Ceremonies, Australia Day, Community Awards, ANZAC Day Ceremonial events and official Council openings and launches

## 4 POLICY STATEMENT

### 4.1 Appointment of Deputy Mayor

4.1.1 Council has resolved to appoint a Deputy Mayor to act in the role as Mayor when the Mayor is absent from duties.

4.1.2 The term of office for Deputy Mayor is seven terms of five months 207 days, with the incumbent eligible to renominate.

4.1.24.1.3 The final appointment term will vary pending the date of election declaration set by the Northern Territory Electoral Commission.

4.1.34.1.4 Appointment will be conducted at an Ordinary Council Meeting, prior to the expiry of the current term.

4.1.44.1.5 Nominations for the Deputy Mayor will be sought by a show of hands, unless otherwise determined by Council.

4.1.54.1.6 It is not a conflict of interest for a Member to vote for themselves.

~~4.1.64.1.7~~ Any appointment as Deputy Mayor will expire at the end of the Council term.

#### 4.2 Role of Deputy Mayor

The *Local Government Act* (the Act) establishes the statutory responsibilities for the position of Deputy Mayor. In addition, Council has an expectation that the Deputy Mayor shall:

- Where appropriate be the alternative to represent the Mayor
- Be available to attend to official duties when Acting Mayor
- Attend civic and ceremonial functions and receptions

#### 4.3 Allowance of Deputy Mayor

Allowance will be in accordance with the ~~Local Government Guidelines — allowances for council members~~ *Remuneration Tribunal* and paid in accordance with Council Policy *Elected Members Benefits and Support Allowances and Expenses*.

### 5 ASSOCIATED DOCUMENTS

- 5.1 *City of Palmerston Community Plan*
- 5.2 *Code of Conduct for Elected Members and Committee Members*
- 5.3 *Council Policy - Elected Members Benefits and Support Allowances and Expenses*
- 5.4 *Council Policy – Breach of Code of Conduct by Elected Member*

### 6 REFERENCES AND RELATED LEGISLATION

- 6.1 *Local Government Act*
- 6.2 *Local Government Guidelines*
- 6.3 *Local Government Regulations*
- 6.4 *Palmerston By-Laws*

Name:	Appointment of Deputy Mayor		
Type:	Council Policy		
Owner:	Chief Executive Officer		
Responsible Officer:	Governance and Strategy Manager		
Approval Date:	21/09/2021	Next Review Date:	21/09/2025
Records Number:		Council Decision:	
Legislation Reference:	Section 59 & 61(3) <i>Local Government Act 2019</i>		

## 1 PURPOSE

The purpose of this policy is to ensure a consistent and transparent approach is followed in appointing a Deputy Mayor of the City of Palmerston.

## 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, accessible, and accountable.

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## 4 POLICY STATEMENT

### 4.1 Appointment of Deputy Mayor

- 4.1.1 Council has resolved to appoint a Deputy Mayor to act in the role as Mayor when the Mayor is absent from duties.
- 4.1.2 The term of office for Deputy Mayor is seven terms of 207 days, with the incumbent eligible to renominate.
- 4.1.3 The final appointment term will vary pending the date of election declaration set by the Northern Territory Electoral Commission.
- 4.1.4 Appointment will be conducted at an Ordinary Council Meeting, prior to the expiry of the current term.
- 4.1.5 Nominations for the Deputy Mayor will be sought by a show of hands, unless otherwise determined by Council.
- 4.1.6 It is not a conflict of interest for a Member to vote for themselves.
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- Where appropriate be the alternative to represent the Mayor
- Be available to attend to official duties when Acting Mayor
- Attend civic and ceremonial functions and receptions

4.3 Allowance of Deputy Mayor

Allowance will be in accordance with the *Remuneration Tribunal* and paid in accordance with Council Policy *Elected Members Allowances and Expenses*.

## 5 ASSOCIATED DOCUMENTS

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- 5.1 *City of Palmerston Community Plan*
- 5.2 *Code of Conduct for Elected Members and Committee Members*
- 5.3 *Council Policy - Elected Members Allowances and Expenses*
- 5.4 *Council Policy - Breach of Code of Conduct by Elected Member*

## 6 REFERENCES AND RELATED LEGISLATION

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- 6.1 *Local Government Act*
- 6.2 *Local Government Guidelines*
- 6.3 *Local Government Regulations*
- 6.4 *Palmerston By-Laws*

# COUNCIL REPORT

2nd Ordinary Council Meeting

<b>AGENDA ITEM:</b>	13.2.5
<b>REPORT TITLE:</b>	Title Change of Elected Members
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	Executive Support, Chloe Hayes
<b>APPROVER:</b>	Chief Executive Officer, Luccio Cercarelli

### COMMUNITY PLAN

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

### PURPOSE

The purpose of this report is for Council to review the title of its Ordinary Council Members from Alderman to Councillor, to ensure its terminology is contemporary, non-gender specific and consistent with other Councils.

### KEY MESSAGES

- With the commencement of the Tenth Council, it is considered a timely opportunity to consider a change to the title of its Ordinary Council Members from Alderman to Councillor to ensure its terminology is contemporary, non-gender specific and consistent with other Councils throughout the nation.
- A title change would also be in keeping with principle and objectives of Council's recently adopted Inclusive, Diverse and Accessible Policy Framework.
- The *Local Government Act 2019* does not identify a title to be given to an Elected Member other than the principal members, Mayor and Deputy Mayor.
- Most Australian Councils have widely adopted the term Councillor including almost all the Northern Territory Councils except City of Palmerston and City of Darwin.

### RECOMMENDATION

1. THAT Report entitled Title Change of Elected Members be received and noted.
2. THAT Council endorse the title change of its Ordinary Council Members from Alderman to Councillor effective 22 September 2021.

### BACKGROUND

City of Palmerston Ordinary Council Members (not including the Mayor or Deputy Mayor) have always held the title of Alderman. As such the title is long established and known by the community.

It is now common convention for Councils to use the title of Councillor for Ordinary Council Members.

The Local Government Act does not specify the title to be given to an Elected Member, only that of the principal members, Mayor and Deputy Mayor.

Within the Northern Territory the only two remaining Councils who use the title of Alderman, are City of Palmerston and City of Darwin. All other Councils within the Northern Territory use the title of Councillor.

The name 'Alderman' is an Old English word *aldormann* or *ealdormann*, originally meaning 'a man of high rank'.

### **DISCUSSION**

The Council find it a timely opportunity with the commencement of the Tenth Council, to consider the title change from Elected Member to Council as it is contemporary, non-gender specific, inclusive and consistent with the title of Elected Members in the vast majority of the Councils throughout the Nation. Councils have mostly moved away from the title of Alderman and adopting the inclusive title of Councillor as an acceptable alternative. "Alderman" is an Old English word that in the general sense of the word means 'a man of high rank'. The title "Councillor" is utilised by majority of Councils across the Northern Territory and has a gender neutral meaning of 'a member of Council'. The title is less formal than that of Alderman, is more contemporary, is non-gender specific, and is consistent with the title adopted by Councils throughout the Nation.

City of Palmerston has recently adopted an Inclusive, Diverse and Accessible Policy Framework adopting the term Councillor as a gender-neutral title would ensure that Council is seen as a welcoming vibrant family city that fosters diversity and unity. Such diversity incorporates the variations between people and in embracing diversity, we recognise the strengths and contributions different backgrounds can bring.

It is being recommended that Council adopt the title of Councillor, replacing the current title of Alderman.

### **CONSULTATION PROCESS**

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

- Department of the Chief Minister and Cabinet.

### **POLICY IMPLICATIONS**

There are no policy implications for this report.

If identified staff will make administrative adjustments to policies, documents, Webpage and further replacing references to Alderman with Councillor.

### **BUDGET AND RESOURCE IMPLICATIONS**

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

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

This decision could be made or altered at any given time.

The *Local Government Act 2019 (The Act)* does not provide guidance for the title of a council member (aside from the principal member). However, it is recommended that such a decision is made by council resolution.

It is a common convention for councils to use the title of either Councillor or Alderman for council members who are not the principal member.

Section 58 of *The Act* does specify the title for the principal member:

**58 Mayor or President**

*(1) The principal member of a municipal council is to have the title Mayor.*

*(2) However:*

*(a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and*

*(b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.*

*(3) The council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.*

### **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

<b>AGENDA ITEM:</b>	13.2.6
<b>REPORT TITLE:</b>	10th Council Christmas and Easter Closures
<b>MEETING DATE:</b>	Tuesday 21 September 2021
<b>AUTHOR:</b>	People and Customer Manager, Emma Blight
<b>APPROVER:</b>	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 for community facility opening times for the Christmas/New Year and Easter holiday periods for the term of the 10<sup>th</sup> Council in keeping with current practice.

### KEY MESSAGES

- With consideration of practical, operational and economic functions Council staff are recommending a closure of the Council Depot, Civic Plaza, Recreation Centre, Council venue bookings (such as Gray Community Hall) and the Library from 12.00pm on the final business day before Christmas Day, reopening on the first business day after the New Year's Day public holiday, due to the reduced volume of Council business.
- Given public holidays and weekends during this period, the closure is effectively for three business days.
- Over the Easter period, Good Friday, Easter Saturday and Easter Monday are public holidays, with Easter Sunday being the only day not designated as a public holiday.
- It is also being recommended that the Library, Recreation Centre and Council venue bookings are closed/not available on Easter Sunday.
- It is not unusual for Councils or private businesses to close during these periods, and this has been Council's practice in previous years.
- Council will continue to provide essential services, including kerb side waste collection and animal management, as well as access to the Palmerston Fitness and Aquatic Centre and Archer Waste Management Facility over these periods.

### RECOMMENDATION

1. THAT Report entitled 10th Council Christmas and Easter Closures be received and noted.
2. THAT Council approves the closure of the Council Depot, Civic Plaza, Gray Community Hall, Durack Community Arts Centre, Driver Resource Centre, Recreation Centre and Library from 12.00pm on the final business day before Christmas Day, reopening on the first business day after the New Year's Day public holiday for the term of the 10th Council.
3. THAT Council approves the closure of Gray Community Hall, Durack Community Arts Centre, Driver Resource Centre, Recreation Centre and the Library on Easter Sunday for the term of the 10th Council.

4. THAT Council notes the Palmerston Fitness and Aquatic Centre and Archer Waste Management Facility will maintain normal operating hours and other essential services will continue including waste collection and limited animal management over these periods.

### **BACKGROUND**

At the 2<sup>nd</sup> Ordinary Council Meeting of 20 August 2019 Council made the following decisions:

#### *Christmas and Easter Business Arrangements*

1. THAT Report Number 9/0288 entitled *Christmas and Easter Business Arrangements be received and noted.*
2. THAT Council approves the closure of the Council Depot, Civic Plaza, Recreation Centre and Library from 12.00pm on the final business day before Christmas Day, reopening on the first business day after the New Year's Day public holiday for the balance of the term of the 9th Council.
3. THAT Council approves the closure of the Library on Easter Sunday for the balance of the term of the 9th Council.
4. THAT Council note the Palmerston Fitness and Aquatic Centre and Archer Waste Management Facility will maintain normal operating hours and other essential services will continue including waste collection and animal management over these periods.
5. THAT a public notice be provided for the changes to the meeting dates and closure of Council facilities for these periods.

*CARRIED 8/3001 – 30/01/2018*

These were the business arrangements in place for the most recent Christmas and Easter periods and is consistent with the practice of previous years.

### **DISCUSSION**

The number of public holidays between Christmas and New Year mean it is practical and economically advantageous for Council to close access to the Civic Plaza, Council Depot, Recreation Centre, Council venue bookings (such as Gray Community Hall) and the Library in this period. Additionally, this closure provides staff with the opportunity to take leave instead of keeping a significant staff contingent for historically low demand. Essential services will continue to be provided through other means, such as after-hours call services.

Staff will be required to take leave during this period, which given the public holidays and weekends, amounts to three business days. It is being recommended that the Council Depot, Civic Plaza, Recreation Centre, Council venue bookings (such as Gray Community Hall) and Library be closed to the public from 12pm on the final business day before Christmas Day, reopening on the first business day after the New Year's Day public holiday.

It is also proposed that the City of Palmerston Library, Recreation centre and venue bookings are closed from close of business the Thursday before Easter, and re-opens on the Tuesday after Easter. With considerations of all public holidays, this period includes closure of one Sunday.

Council Venue bookings over the Easter and Christmas periods for the last two years have been minimal. With one church group using the Recreation Centre for one day during the Christmas period.

The Palmerston Fitness and Aquatic Centre and Archer Waste Management Facility will continue normal operating hours. Waste collection services will still operate as normal. Regular users of community facilities, such as community halls and the Recreation Centre remain to have access. Regulatory services and urgent operational matters will be dealt with through Council's after-hours call service and on call staff in line with normal public holiday operational standards.

### **CONSULTATION PROCESS**

If the recommendations are accepted, Council staff will be further informed in accordance with Council's obligations under the Enterprise Agreement.

The community will be informed of changes to opening times by a public notice published in the NT News and Councils webpage, as well as an awareness campaign including social media, and notices at relevant facilities on an annual basis at time of closures.

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

- Director Lifestyle and Community
- Executive Manager Community and Library Services
- Regulatory Services Manager
- City Sustainability Manager

### **POLICY IMPLICATIONS**

There are no policy implications for this Report.

### **BUDGET AND RESOURCE IMPLICATIONS**

Adopting the proposed closures will reduce staff leave liability across the organisation. Essential services will continue to be delivered.

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

- 1 Fails to effectively regain the trust from all stakeholders  
Context: Council needs to be credible and trusted by those within and external to the Council.
- 8 Fails to develop effective relationships and manage expectations of relevant parties  
Context: Engagement and communication with stakeholders (internal and external to the Council).

There is a risk that some parts of the community may not support the closure of community facilities over the Christmas/New Year and Easter periods, however this will be mitigated by informing the community in advance and ensuring essential services remain available.

Council will continue to provide essential services, including waste management, animal management, as well as the Palmerston Fitness and Aquatic Centre over this period. Customers will have the ability to continue to make on-line payments. Archer Waste Management Facility will continue normal operating hours and waste collection services will still operate as normal. Council will ensure that other operational requirements during this period such as grass cutting and irrigation are attended to by contractors.

These recommendations are in accordance with Section 66(2) of the *Local Government Act 2019* as a reasonable closure of Council offices, similar to many other local governments and private businesses.

Closure of library also covered by *Section 71 & 72 of Palmerston Public Place By-law* and states:

**71. Library hours determined by council**

A library is to be open on the days and during the hours that the council by resolution determines

**72. Notification of library hours**

A notice setting out the days and times a library is open is to be clearly exhibited and kept exhibited by the librarian in a conspicuous place in or about the library.

**ENVIRONMENT SUSTAINABILITY IMPLICATIONS**

There are no environment sustainability implications for this Report.

**COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

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

**ATTACHMENTS**

Nil

**14 INFORMATION AND CORRESPONDENCE**

**14.1 Information**

**14.2 Correspondence**

**15 REPORT OF DELEGATES**

**16 QUESTIONS BY MEMBERS**

**17 GENERAL BUSINESS**

**18 NEXT ORDINARY COUNCIL MEETING**

THAT the next Ordinary Meeting of Council be held on Tuesday, 5 October 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 99(2) and 293(3)(1) of the Local Government Act 2019 and section 51(1)(a) of the Local Government (General) Regulations 2021* 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, 17 AUGUST 2021**

## CITY OF PALMERSTON

**Minutes of Council Meeting  
held via audio-visual conferencing  
on Tuesday 17 August 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 Organisation Services, Silke Maynard  
Minute Secretary, Chloe Hayes

### LIVE STREAMING VIEWERS

Six viewers

## 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 5:32pm.

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 Apologies

Moved: Alderman Lewis  
Seconded: Alderman Henderson

THAT the apology received from Alderman Hale for 17 August 2021 be received and noted.

CARRIED 9/1767 – 17/08/2021

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

Alderman Morrison joined the audio-visual conference at 5:34pm.

3.2 Leave of Absence Previously Granted

Nil.

3.3 Leave of Absence Request

Nil.

## 4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

*Note: The Council meeting is being held via audio-visual conferencing due to the Covid Lockdown affecting Palmerston (CHO Direction Number 42), with all Elected Members and staff attending via audio-visual means and the open section being live streamed.*

## 5 DECLARATION OF INTEREST

5.1 Elected Members

Nil.

5.2 Staff

Nil.

## 6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Deputy Mayor Garden

Seconded: Alderman Spick

THAT the minutes of the Council Meeting held on Tuesday, 3 August 2021 pages 10508 to 10528, be confirmed with the following amendment:

- Minute book page 10518 the last paragraph of the division read "The Chair declared the motion CARRIED" replacing "The Chair exercised the casting vote the motion CARRIED."

CARRIED 9/1768 – 17/08/2021

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



6.2 Business Arising from Previous Meeting

Nil.

## 7 MAYORAL REPORT

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7.1 Mayoral Update Report - Final Reflection

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Morrison

THAT Report entitled Mayoral Update Report – Final Reflection be received and noted.

CARRIED 9/1769 – 17/08/2021

## 8 DEPUTATIONS AND PRESENTATIONS

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Nil.

## 9 PUBLIC QUESTIONS (WRITTEN SUBMISSIONS)

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Nil.

## 10 CONFIDENTIAL ITEMS

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10.1 Moving Confidential Items into Open

Nil.

10.2 Moving Open Items into Confidential

Nil.

10.3 Confidential Items

Nil.

## 11 PETITIONS

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Nil.

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

## 12 NOTICES OF MOTION

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Nil.

## 13 OFFICERS REPORTS

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### 13.1 Receive and Note Reports

#### 13.1.1 Community Benefit Scheme Update – August 2021

Moved: Alderman Henderson

Seconded: Deputy Mayor Garden

THAT Report entitled Community Benefit Scheme Update – August 2021 be received and noted.

CARRIED 9/1770 – 17/08/2021

#### 13.1.2 Playground and Play Space Strategy – Engagement Outcomes

Moved: Alderman Lewis

Seconded: Alderman Morrison

THAT Report entitled Playground and Play Space Strategy – Engagement Outcomes be received and noted.

CARRIED 9/1771 – 17/08/2021

#### 13.1.3 Tree Planting and Landscape Beautification Program

Moved: Alderman Morrison

Seconded: Deputy Mayor Garden

THAT Report entitled Tree Planting and Landscape Beautification Program be received and noted.

CARRIED 9/1772 – 17/08/2021

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

**Minute Book Page 10538**  
**2nd Ordinary Council Meeting**

**13.1.4 Financial Report for the Month of July 2021**

Moved: Deputy Mayor Garden  
Seconded: Alderman Morrison

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

**CARRIED 9/1773 – 17/08/2021**

**13.1.5 Palmerston Safe Communities Committee Unconfirmed Minutes**

Moved: Alderman Spick  
Seconded: Mayor Pascoe-Bell

THAT Report entitled Palmerston Safe Communities Committee Unconfirmed Minutes be received and noted.

**CARRIED 9/1774 – 17/08/2021**

**13.2 Action Reports**

Nil.

## **14 INFORMATION AND CORRESPONDENCE**

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**14.1 Information**

Nil.

**14.2 Correspondence**

**SWELL Borrowing Application**

Moved: Alderman Spick  
Seconded: Deputy Mayor Garden

THAT Council receive and note Item 14.2.1 entitled SWELL Borrowing Application.

**CARRIED 9/1775 – 17/08/2021**

## **15 REPORT OF DELEGATES**

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Nil.

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

## 16 QUESTIONS BY MEMBERS

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Nil.

## 17 GENERAL BUSINESS

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### 17.1 Cricket 365

Moved: Deputy Mayor Garden  
Seconded: Alderman Henderson

THAT Council note the verbal briefing by Deputy Mayor Garden including the thanks from Cricket NT CEO, Joel Morrison and various visiting players for Council's support of the Cricket 365 event noting it's success.

CARRIED 9/1776 - 17/08/2021

## 18 NEXT COUNCIL MEETING

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Moved: Deputy Mayor Garden  
Seconded: Alderman Giesecke

THAT the next Ordinary Meeting of the 10<sup>th</sup> Council be held on Tuesday, 21 September 2021 at 5:30pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston.

CARRIED 9/1777 - 17/08/2021

## 19 CLOSURE OF MEETING TO PUBLIC

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Moved: Alderman Spick  
Seconded: Alderman Lewis

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 9/1778 - 17/08/2021

## 20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

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Nil.

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

**Minute Book Page 10540**  
2nd Ordinary Council Meeting

*The open section of the meeting closed at 5:53pm for the discussion of confidential matters.*

*The Chair declared the meeting closed at 5:57pm.*

---

Chair

---

Print Name

---

Date

Initials:

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