

AGENDA

2nd Ordinary Council Meeting

Tuesday 15 March 2022

The Ordinary Meeting of the City of Palmerston will be held in the Gray Community Hall, Corner of Essington Avenue and Victoria Drive, Gray, Palmerston commencing at 5:30 PM.

COVID-19 Statement of Commitment

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

- Physical distancing measures
- Health and hygiene principles



LUCCIO CERCARELLI
CHIEF EXECUTIVE OFFICER

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1 ACKNOWLEDGEMENT OF COUNTRY

2 OPENING OF MEETING

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Previously Granted

3.3 Leave of Absence Request

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

5 DECLARATION OF INTEREST

5.1 Elected Members

5.2 Staff

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

THAT the Minutes of the Council Meeting held on 1 March 2022 pages 10665 to 10670 be confirmed.

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

THAT pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and section 51(1) of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the following confidential items:

| Item | Confidential Category | Confidential Clause |
|--------|--------------------------------|---|
| 25.1.1 | Review of Confidential Matters | This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and |

| | | |
|--------|---|---|
| | | <p>section 51(1)(c)(iii) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.</p> <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(e) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.</p> |
| 25.1.2 | Council Performance, Service Delivery and Budget Review | <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.</p> |
| 25.1.3 | Council Performance, Service Delivery and Budget Review | <p>This item is considered 'Confidential' pursuant to section 99(2) and 293(1) of the <i>Local Government Act 2019</i> and section 51(1)(c)(iv) of the <i>Local Government (General) Regulations 2021</i>, which states a council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.</p> |

11 PETITIONS

12 NOTICES OF MOTION

13 OFFICER REPORTS

COUNCIL REPORT

2nd Ordinary Council Meeting

| | |
|----------------------|--|
| AGENDA ITEM: | 13.1.1 |
| REPORT TITLE: | Review of Council Advisory Committees |
| MEETING DATE: | Tuesday 15 March 2022 |
| AUTHOR: | Executive Assistant to Chief Executive Officer, Jessie Schaecken |
| 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 recommends new Council Advisory Committees and Networks in response to the commencement of the 10th Council Term, new legislation, and newly adopted Council plans and strategies.

KEY MESSAGES

- A review of Advisory Committees has taken place in response to the commencement of the 10th Council Term, incoming legislation, and newly adopted Council plans and strategies.
- To maximise the effectiveness and productivity of Advisory Committees and other groups, a review has been undertaken to identify:
 - Types of Advisory Committees that could advise Council on strategic issues during its term.
 - Process improvements that will enable the meaningful coordination and engagement of Advisory Committees and Networks into the future.
- Council should consider reviewing and improving its Advisory Committees in a way that will best support community and stakeholder engagement, as well as assist Council in its decision making to achieve the outcomes of the Community Plan.
- It is important when establishing Committees or Networks to clearly understand their purpose and intent.
- Under the *Local Government Act 2019* a council can review, establish, and abolish its non-legislative Advisory Committees at any time by Council resolution.
- A restructure of Council Advisory Committees and Networks is recommended to allow Council to implement and progress its ensured plans and strategies.
- It is being proposed Council establish three Council Advisory Committees with associated Networks.
- This matter has been previously workshoped with the Council.

RECOMMENDATION

1. THAT Report entitled Review of Council Advisory Committees be received and noted.
2. THAT Council abolish the following Council Advisory Committees, and these be reformed as Networks:
 - Palmerston Seniors Advisory Committee

- Palmerston Safe Communities Committee
 - Palmerston Animal Management Committee
3. THAT Council establish the following Advisory Committees, noting that Advisory Committees have no delegated authority:
 - Community Wellbeing Advisory Committee
 - Community Safety Advisory Committee
 - Vibrant Economy Advisory Committee
 4. THAT in accordance with section 83(4) of the *Local Government Act 2019* Council endorse the following Council Advisory Committee Terms of Reference relating to Report entitled Review of Council Advisory Committees:
 - Community Wellbeing Advisory Committee - **Attachment 13.1.1.3**
 - Community Safety Advisory Committee - **Attachment 13.1.1.4**
 - Vibrant Economy Advisory Committee - **Attachment 13.1.1.5**
 5. THAT Council establish a Palmerston Seniors Network endorsing **Attachment 13.1.1.6** as its Charter, associated to the Community Wellbeing Advisory Committee, noting that Networks have no delegated authority.
 6. THAT Council establish the following Networks and endorse its Charters associated to the Community Safety Advisory Committee, noting that Networks have no delegated authority:
 - Palmerston Safe Communities Network - **Attachment 13.1.1.7**
 - Palmerston Animal Management Network - **Attachment 13.1.1.8**
 7. THAT Council note the following Networks are already established and remain unchanged, associated to the Community Wellbeing Advisory Committee:
 - Palmerston Kids Network
 - Palmerston and Rural Youth Services
 8. THAT Council make the following Council Member appointments to Council's Advisory Committees and Networks:
 - (a) THAT the Mayor be Ex-Officio Member of all Council Advisory Committees for the term of the 10th Council.
 - (b) **Community Wellbeing Advisory Committee (CEAC)**
 - i. THAT Councillor _____ be appointed as Chair to the Community Wellbeing Advisory Committee for period 16 March 2022 to 30 June 2023.
 - ii. THAT Councillor _____ be appointed as Member to the Community Wellbeing Advisory Committee for period 16 March 2022 to 30 June 2023.
 - iii. THAT all other Councillors be appointed as alternate members to the Community Wellbeing Advisory Committee.
 - (c) **Palmerston Seniors Network**
 - i. THAT Councillor _____ appointed to the Community Wellbeing Advisory Committee be appointed as Chair to the Palmerston Seniors Network for period 16 March 2022 to 30 June 2023.
 - (d) **Community Safety Advisory Committee (CSAC)**

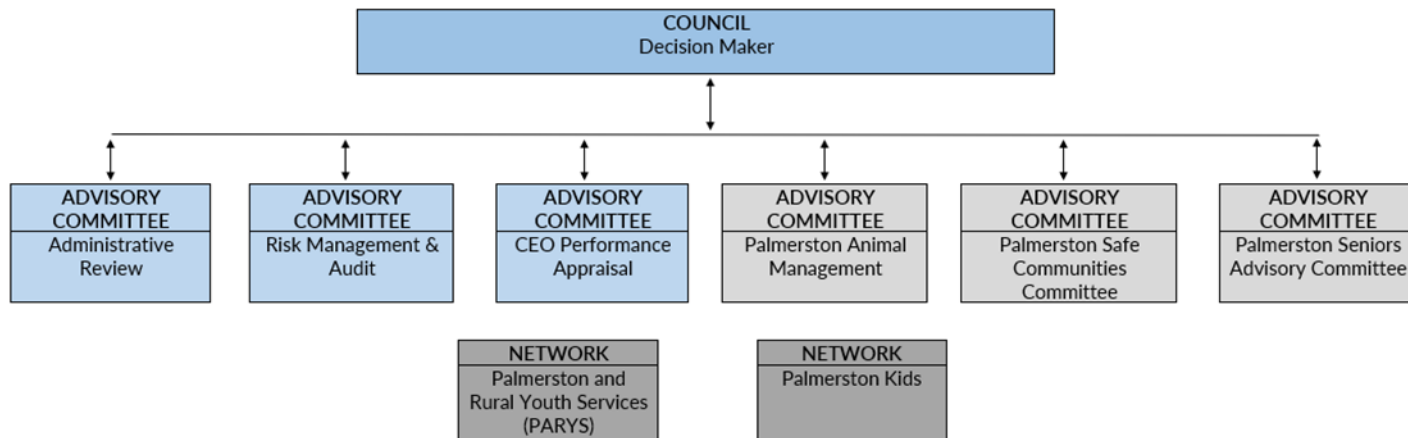
- i. THAT Councillor _____ be appointed as Chair to the Community Safety Advisory Committee for period 16 March 2022 to 30 June 2023.
 - ii. THAT Councillor _____ be appointed as Member to the Community Safety Advisory Committee for period 16 March 2022 to 30 June 2023.
 - iii. THAT all other Councillors be appointed as alternate members to the Community Safety Advisory Committee.
 - (e) **Palmerston Safe Communities Network**
 - i. THAT Councillor _____ appointed to the Community Safety Advisory Committee be appointed as Chair to the Palmerston Safe Communities Network for period 16 March 2022 to 30 June 2023.
 - ii. THAT Councillor _____ be appointed as Member to the Palmerston Safe Communities Network for period 16 March 2022 to 30 June 2023.
 - iii. THAT all other Councillors be appointed as alternate members to the Palmerston Safe Communities Network.
 - (f) **Palmerston Animal Management Network**
 - i. Councillor _____ appointed to the Community Safety Advisory Committee be appointed as Chair to the Palmerston Animal Management for period 16 March 2022 to 30 June 2023.
 - ii. THAT Councillor _____ be appointed as Member to the Palmerston Animal Management Network for period 16 March 2022 to 30 June 2023.
 - iii. THAT all other Councillors be appointed as alternate members to the Palmerston Safe Communities Network.
 - (g) **Vibrant Economy Advisory Committee (VEAC)**
 - i. THAT Councillor _____ be appointed as Chair to the Vibrant Economy Advisory Committee for period 16 March 2022 to 30 June 2023.
 - ii. THAT Councillor _____ be appointed as Member to the Vibrant Economy Advisory Committee for period 16 March 2022 to 30 June 2023.
 - iii. THAT all other Councillors be appointed as alternate members to the Vibrant Economic Advisory Committee.
9. THAT Council approves the agenda for Committees and Networks as per **Attachment 13.1.1.2**
10. THAT Council write to respective Government agencies and call for Expressions of Interest for nominated positions on Council's Advisory Committees, with a report presenting submissions to Council by its Second Ordinary Meeting in May 2022 for consideration and appointment.
11. THAT Council call for expressions of Interest for Council's established Networks, with a report presenting submissions to Council by its Second Ordinary Meeting in May 2022.
12. That Council review the Committees and Networks structure in March 2023 with a report to Council on the review by Second Ordinary Meeting in April 2023.

BACKGROUND

Section 82 of the [Local Government Act 2019](#) (Act) provides for councils to establish committees. A Council Committee consists of the persons appointed by Council resolution to be members of the Committee.

Council's current Committee and group structure has been established since 2018 and is provided below:

Council's Current Structure:



A review of Council Advisory Committees has taken place in response to the commencement of the 10th Council Term, incoming legislation, and newly adopted Council plans and strategies. It is good governance practice to review this structure to clearly understand their purpose and intent.

The Committees highlighted in blue are a requirement by legislation and Council appointed its Members to these Committees at its Council meeting held on 5 October 2021. Council also resolved to place the following Committees on hold whilst review took place:

- Palmerston Animal Management
- Palmerston Safe Communities
- Palmerston Seniors

A workshop with Elected Members was held on 22 November 2021 to consider the review and potential Advisory Committee and Network structure.

DISCUSSION

Advisory Committees of Council should be established to assist the Council in meeting its obligations under the Act, Palmerston By-Laws, Council policies and Council strategies and plans.

Advisory Committees and Networks hold no decision-making powers, however, are formed with a group of suitably experienced people, to provide advice and recommendation to Council to inform their decision making.

The intention of the committee review was to gain a better understanding about what could assist Advisory Committees to be more effective and more meaningful for all involved and to assist Council to deliver its Community Plan.

To commence the process, an internal review was undertaken of each Committee's performance over the 9th Council Term. Through this process some findings included:

- The need for Advisory Committees to have a clear purpose, role, and function.
- Inconsistencies in how committees operate.
- Potentially a requirement to ensure diversity and representation.
- Understanding and definition between an Advisory Committee and a Network, including the role and values they hold.
- Understanding how they address the Community Plan and other recent strategies.

- Consideration of good governance and contemporary practices.
- Meet our communities' expectations.

To address some of these issues, it is important to define the purpose of an Advisory Committee and Network. Staff provide the following:

Advisory Committee: To report to Council and provide appropriate advice and recommendations on matters relevant to its Terms of Reference in order to facilitate decision making by the Council. Meetings are structured with formal agendas and minutes.

Network: To provide advice to its associated Advisory Committee on issues and concerns of specific community groups, whilst reporting on specific projects or initiatives relevant to its objectives. Meetings are unstructured with no formal agendas or minutes required.

Council Advisory Committees are a structured formal meeting, similar to a Council Meeting run-in accordance with the *Palmerston (Procedures for Meetings) By-Laws*. Due to their formal structure, these meetings are not equipped for community engagement and open discussion at length.

Council Networks should provide an open forum for the community and stakeholders to meet and discuss matters concerning a particular group, who provide advice and information to its associated Committee. Membership will have criteria, however, should be open to allow as much community and stakeholder engagement as possible.

Networks may be formed at any time and may exist for a specific purpose or timeframe to be agile.

To maximise the effectiveness and productivity of Advisory Committees and other groups, the review was undertaken to identify:

- Types of Advisory Committees that could advise Council on strategic issues during its term.
- Process improvements that will enable the meaningful coordination and engagement of Advisory Committees and Networks into the future.

Consideration was also given to the recent endorsement of Council's Palmerston Local Economic Plan and the Inclusive, Diverse and Accessible Policy Framework.

A proposed Committee and Network structure has been developed and provided at **Attachment 13.1.1.1**, with a summary provided below:

1. Vibrant Economy Advisory Committee (VEAC)

The Palmerston Local Economic Plan creates a structured approach to the pursuit of economic growth opportunities for Palmerston.

The Plan recommends establishing an Advisory Committee with a possible membership make up of Councillors, Community Members, Local Businesses, and representatives of the Northern Territory Government.

It is being proposed that a Vibrant Economy Advisory Committee be formed as an advisory body to Council providing advice relating to actions and priorities of the Palmerston Local Economic Action Plan.

2. Community Wellbeing Advisory Committee (CWAC)

The Inclusive, Diverse and Accessible Policy Framework (IDA) links the Community Plan to Council's commitment to inclusion, diversity, and accessibility.

The IDA recommends establishing an Advisory Committee with a possible membership make up of Councillors, Community Members, Northern Territory Government representatives and Community Organisations.

The IDA works towards the development and implementation of the following plans:

- Disability Inclusion and Access Plan (draft currently out for public consultation).
- Reconciliation Action Plan (to be developed).
- Youth Inclusion Plan (to be developed).
- Families, Seniors and Children Inclusion Plan (to be developed).

It is being proposed that a CWAC be formed as an advisory body to Council providing advice to Council relating to actions and priorities of the above IDA Plans and other community well-being matters.

The below Council groups have been established for some time and are well represented to specific community groups. It has been identified that by re-establishing these groups as Networks, this would support the CWAC in achieving meaningful coordination and engagement with community members and stakeholders in providing its advice to Council.

The following table provides a summary of current group status and impact of re-establishment:

| Title | Current status | Proposed improvements | Impact |
|-------------------------------------|--------------------|---------------------------|---|
| Palmerston Seniors | Advisory Committee | Re-establish to a Network | The group will continue with a Councillor as Chair in an unstructured format providing advice to the Committee on relevant issues and concerns. The group may at times receive a specific project or initiative to undertake as a directive from the Committee. |
| Palmerston Kids | Network | Associate to the CWAC | No change is being recommended to the network. The Network will now be associated to the CWAC. It should be noted this group is chaired and run by Council staff; all Council Members are welcome to attend these meetings. |
| Palmerston and Rural Youth Services | Network | Associate to the CWAC | No change is being recommended to the network. The Network will now be associated to the CWAC. It should be noted this group is chaired and run by Council staff; all Council Members are welcome to attend these meetings. |

3. Community Safety Advisory Committee (CSAC)

It is being proposed that a Community Safety Advisory Committee be established as an advisory body to Council with a membership make up of Councillors, Community Members and representatives of the Northern Territory Government.

The purpose of this Committee will be to advise Council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, services and program development.

The below Council groups have been established for some time and are well represented to specific community groups. It has been identified that by re-establishing these groups as Networks, this would support the CSAC in achieving meaningful coordination and engagement with community members and stakeholders in providing its advice to Council.

The following table provides a summary of current group status and impact of re-establishment:

| Title | Current status | Proposed improvements | Impact |
|------------------------------|--------------------|---------------------------|--|
| Palmerston Safe Communities | Advisory Committee | Re-establish to a Network | The group will continue with a Councillor as Chair, in an unstructured format providing advice to the Committee on relevant issues and concerns. The group may at times receive a specific project or initiative to undertake as a directive from the Committee. |
| Palmerston Animal Management | Advisory Committee | Re-establish to a Network | The group will continue with a Councillor as Chair, in an unstructured format providing advice to the Committee on relevant issues and concerns. The group may at times receive a specific project or initiative to undertake as a directive from the Committee. |

Staff Resourcing

Staff resourcing is also a consideration within the review. Advisory Committees require full briefing reports and business papers in accordance with the Act and By-Laws. If there are too many Committees in place, additional resources will be required.

Community and Stakeholder Engagement

It has been identified Council could improve its processes in the promotion of community membership. The new structure recommends encouraging community members of all ages, abilities, genders, and cultural background to apply. Members would still have a criterion to meet, that a member must:

- Have a special interest in the Committee or Network;
- Represent community interest as a whole and not as individual interest;
- Be respectful of diverse views and work collaboratively.

To increase community participation, notice of meetings and membership will be advertised in advance by means of social media, Council networks, and newspaper advertisement.

Committee and Network Meetings

An example of Advisory Committee Meeting and Network Meeting agendas is provided at **Attachment 13.1.1.2.**

At this early stage it will be recommended that Advisory Committees and Networks will meet quarterly, and that frequency of Networks may vary depending on the activities, actions, and activeness of membership.

Council staff will provide meeting information to members in advance. Council staff will attend Network meetings and provide a subsequent report to its next associated committee meeting on the group's outcomes.

Summary

A systematic sustainable change is being recommended to allow Council to implement and progress all plans and strategies.

The review recommends the following Advisory Committees and associated Networks be established to support Council during its term:

| Advisory Committees | Networks |
|---------------------|--|
| Vibrant Economy | The committee will consider the priorities and actions of the Palmerston Local Economic Action Plan and recommend to Council the formation of a Network to undertake specific projects or initiatives. |
| Community Wellbeing | <ul style="list-style-type: none"> - Palmerston Seniors Network - Palmerston Kids Network (unchanged) - Palmerston and Rural Youth Services (unchanged) - Additional Networks may be required to undertake specific projects or initiatives. |
| Community Safety | <ul style="list-style-type: none"> - Palmerston Safe Communities Network - Palmerston Animal Management Network |

Draft Terms of Reference for Advisory Committees and Draft Charters for the proposed Networks are provided as attachments to this Report. These will be provided to the relevant Advisory Committee at their first meeting for review.

The outcome of this review includes process improvements to drive higher quality engagement between Council, Community, and stakeholders. Advisory Committees should be established to support Council during its term and Networks should be established to complement Advisory Committees.

Council Advisory Committees can be reviewed and established at any time. Memberships to current non-legislative Committees expired on 14 December 2021.

It is recommended that once Council determines its position, Council call for Expressions of Interest for Membership with a report presenting submissions to Council at its Second Ordinary Meeting in May 2022 for consideration and appointment.

CONSULTATION PROCESS

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

- Executive Leadership Team
- Executive Manager Community and Library Services
- Community Development Officers

Community consultation is not required for the establishment of Council Committees. Should Council establish the proposed Committee Structure, expressions of Interest will be called for community representation for the Advisory Committees and Networks.

Council officers will contact and invite relevant key community organisations and stakeholders to hold representation.

To improve community membership and increase community participation, expressions of interest and notice of meetings will be advertised in advance through social media, council networks and newspaper advertisement.

POLICY IMPLICATIONS

The following Council Policies apply:

- [Elected Member allowances and Expenses](#)
- [Code of Conduct for Elected Members and Committee Members](#)

BUDGET AND RESOURCE IMPLICATIONS

Councillors holding a position as Member on an Advisory Committee and Network are entitled to claim Extra Meeting Allowance for attending meetings in accordance with Council Policy *Elected Member Allowances and Expenses*.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

Section 82 of the Act provides for councils to establish council committees. A Council Committee consists of the persons appointed by Council resolution to be members of the Committee.

In accordance with section 83(4) of the Act a Council Committee must have terms of reference, approved by resolution setting out its functions.

The review seeks to establish changes to the make-up and coordination of Advisory Committees with a view to meeting requirements of Council's plans and strategies. There is a risk to Council that if it does not restructure, it may not meet the objectives or the issues identified within its Community Plan, Palmerston Local Economic Plan and Inclusive, Diverse and Accessible Policy Framework.

Under the Act a council can review, establish and abolish its non-legislative Advisory Committees at any time by Council resolution.

Subject to Council's approval, a Committee of Council sets its timing of meetings and will be considered at its first meeting.

To ensure ongoing continuous improvement and effectiveness of the Committees and Networks a review will be undertaken in March 2023 with a report to Council following the review.

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 clean and transparent performance reporting.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The establishment of the Vibrant Economy Advisory Committee will address the outcomes and objectives of environment sustainability outlines in the [Community Plan](#).

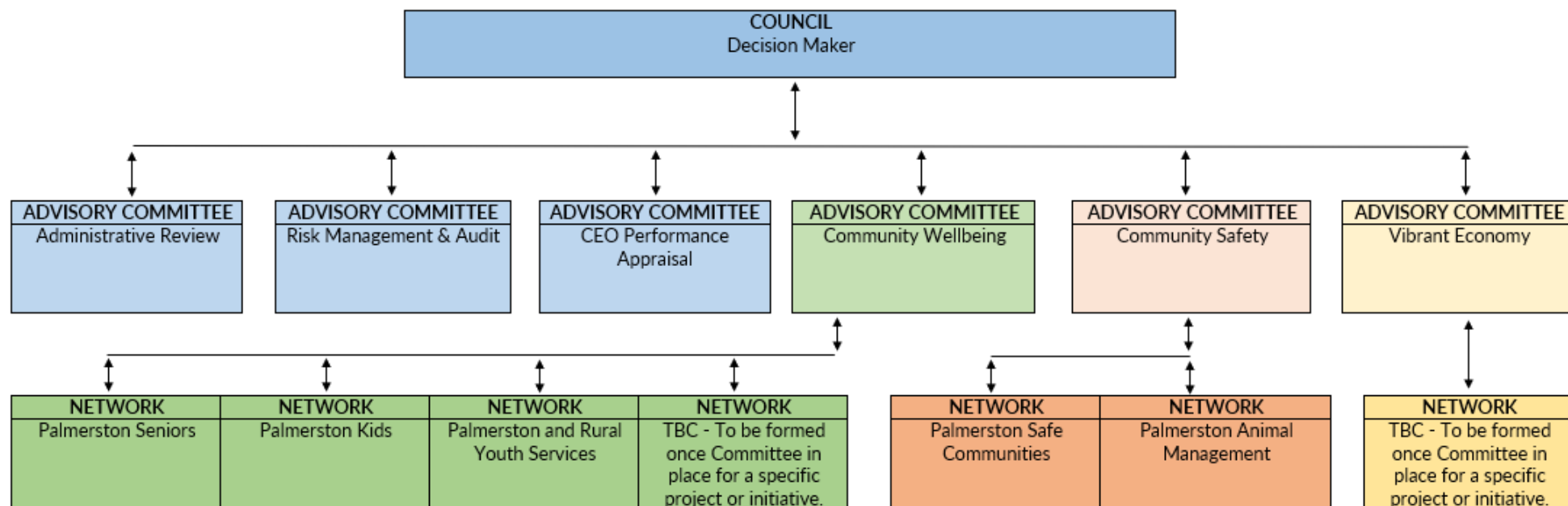
COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

1. Proposed Committee and Network Structure [**13.1.1.1** - 1 page]
2. Agenda Template Examples [**13.1.1.2** - 1 page]
3. Draft Terms of Reference Community Wellbeing Advisory Committee [**13.1.1.3** - 3 pages]
4. Draft Terms of Reference Community Safety Advisory Committee [**13.1.1.4** - 3 pages]
5. Draft Terms of Reference Vibrant Economy Advisory Committee [**13.1.1.5** - 3 pages]
6. Draft Charter Palmerston Seniors Network [**13.1.1.6** - 2 pages]
7. Draft Charter Palmerston Safe Communities Network [**13.1.1.7** - 2 pages]
8. Draft Charter Palmerston Animal Management Network [**13.1.1.8** - 2 pages]

Proposed Council Advisory Committee and Network Structure



AGENDA TEMPLATES

| <u>Advisory Committee Example</u> |
|--|
| <ol style="list-style-type: none"> 1. ACKNOWLEDGEMENT OF COUNTRY 2. OPENING OF MEETING 3. APOLOGIES AND LEAVE OF ABSENCE <ol style="list-style-type: none"> 3.1. Apologies 3.2. Leave of Absence Previously Granted 3.3. Leave of Absence Request 4. DECLARATION OF INTEREST <ol style="list-style-type: none"> 4.1. Elected Members 4.2. Staff 5. CONFIRMATION OF MINUTES <ol style="list-style-type: none"> 5.1. Confirmation of Minutes 5.2. Business Arising from Previous Meeting 6. DEPUTATIONS AND PRESENTATIONS 7. CONFIDENTIAL ITEMS <ol style="list-style-type: none"> 7.1. Moving Confidential Items into Open 7.2. Moving Open Items into Confidential 7.3. Confidential Items 8. OFFICER REPORTS <ol style="list-style-type: none"> 8.1. Action Reports 8.2. Receive and Note Reports 9. INFORMATION AND CORRESPONDENCE 10. GENERAL BUSINESS 11. NEXT COMMITTEE MEETING 12. CLOSURE OF MEETING TO PUBLIC |

| <u>Network Example</u> |
|---|
| <ol style="list-style-type: none"> 1. OPENING OF MEETING 2. PRESENTATIONS 3. GENERAL BUSINESS 4. ADVISORY COMMITTEE REPORTING 5. NEXT WORKING GROUP MEETING 6. CLOSURE OF MEETING |



TERMS OF REFERENCE

| | | | |
|----------------------|---------------------------------------|-------------------|--|
| Committee Name: | Community Wellbeing | | |
| Type: | Council Advisory Committee | | |
| Responsible Officer: | General Manager Community and Culture | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

The Community Wellbeing Advisory Committee (CWAC) provides strategic advice to Council relating to the actions and priorities of the Inclusive, Diverse and Accessible Policy Framework, specifically towards achieving the three key elements of the City of Palmerston Community Plan:

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

2 COMMITTEE OBJECTIVES

- 2.1 Provide advice to Council about strategies, programs and initiatives which increase access, inclusion, and participation of people from the community, in accordance with legislation and council policy.
- 2.2 Consider and endorse recommendations from its associated Networks to put forward for Council's consideration.
- 2.3 Provide a structure through which the views and interests of the Palmerston community can be articulated for the attention of Council on inclusion matters.
- 2.4 Increase partnerships in place between the Council and other levels of government which seek to address Community Wellbeing.
- 2.5 Draw on and shares the expertise of specialists, as appropriate.

3 AUTHORITY/DELEGATION

The CWAC is an advisory body to Council and does not hold any decision-making powers. The Committee is responsible to recommend a course of action to Council on matters falling within its function.

4 MEMBERSHIP

- 4.1 Members are appointed by the Council.
- 4.2 The City of Palmerston shall appoint suitably qualified or experienced individuals to be members of the Committee based on its purpose, being:
 - One Councillor as Chair
 - One Councillor as Member
 - One Senior Community Member
 - One Youth Community Member
 - One representative of the Chief Minister and Cabinet
 - Maximum three representatives from key government and community organisations
- 4.3 The Chairperson will be a Councillor holding membership to the committee.

TERMS OF REFERENCE

- 4.4 The Mayor will be ex-officio member.
- 4.5 Council staff attend in an advisory capacity, to provide information and updates. Staff do not hold voting rights and do not participate in group decisions unless specified.

5 TERMS AND VACANCIES

- 5.1 Membership term of a Councillor will be for one year, by nomination at an Ordinary Council Meeting.
- 5.2 Membership term for all other members will be for two years.
- 5.3 Council officers will invite relevant key community organisations to hold representation on the Committee.
- 5.4 Representatives shall be nominated by the appointed organisations.
- 5.5 A member who fails to attend three consecutive meetings without providing apology to the Chairperson is considered to have resigned their membership.
- 5.6 The Terms of Reference and membership profile will be reviewed by the Committee every two years from the commencement of the Committee term, or as required.

6 COMMUNITY MEMBER SELECTION PROCESS

- 6.1 In considering expressions of interest, applicants are expected to:
 - Hold a special interest in the Diversity, Accessibility, and Inclusiveness for the Palmerston community.
 - Contribute positively to the work of Committee by actively participating in meetings.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively.
 - Resident of Palmerston
 - Meet the requirements of a senior or youth for representative membership
- 6.2 Community representatives shall be considered by submitting an Expression of Interest Form available on the Council website.
- 6.3 Submissions received will be submitted to a confidential Meeting of Council for consideration.

7 MEETINGS

- 7.1 **Notice of Meetings and Business Papers**
The Chief Executive Officer will convene meetings and will distribute business papers no later than three business days prior to a meeting.
- 7.2 **Regularity**
Meetings will be held quarterly, or more frequently as required.
- 7.3 **Attendance**
 - 7.3.1 Meetings are open to the public unless confidential business is being considered.
 - 7.3.2 Guests or Working Group Members may be invited to attend meetings by the Advisory Committee to provide advice or update on relevant matters.
- 7.4 **Quorum**
One Councillor as the Chairperson and half plus one of the overall members
- 7.5 **Chairperson Responsibilities**
 - 7.5.1 To ensure meetings are conducted in accordance with the *Palmerston (Procedure for Meeting) By-Laws*, legislation, Council policies and according to the agenda.
 - 7.5.2 Ensuring all discussion items end with a decision, action or appropriate outcomes.
 - 7.5.3 Should the Chairperson be unable to attend a meeting, the alternate Councillor or Mayor shall perform the duties of Chairperson and if unavailable the meeting will be postponed.



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TERMS OF REFERENCE

7.6 Voting

7.6.1 For voting purposes, the Chairperson shall accept motions moved and seconded by members of the Committee, by show of hands.

7.6.2 A Committee decision is by majority vote of voting members present at a meeting.

7.7 Minutes

Meeting minutes will be distributed to members within ten working days after a meeting and presented to Council at its next Ordinary Meeting.

8 CONDUCT

8.1 Conflicts of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee, annually and at the start of each meeting before discussion of the relevant agenda items on the approved Council form.

8.2 Code of Conduct

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

8.3 Committee Representation

Committee members must not speak on behalf of Council or the Committee without the approval of the Chief Executive Officer. Failure to abide by this requirement will constitute grounds for removal from the Committee.

9 PERFORMANCE REVIEW

The Committee will provide an annual summary of the Committees performance to Council prior to the end of financial year.



TERMS OF REFERENCE

| | | | |
|----------------------|---------------------------------------|-------------------|--|
| Committee Name: | Community Safety | | |
| Type: | Council Advisory Committee | | |
| Responsible Officer: | General Manager Community and Culture | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

The Community Safety Advisory Committee (CSAC) provides strategic advice to Council on a range of community, social and animal wellbeing issues that may influence the Palmerston By-Laws, Council services and program development. The Committee assists Council to identify, articulate and respond appropriately to new and emerging issues.

2 COMMITTEE OBJECTIVES

- 2.1 Provide advice to Council about strategies, programs and initiatives which improve the safety, wellbeing, and interests of the Palmerston community, in accordance with legislation and council policy.
- 2.2 Consider and endorse recommendations from its associated Networks to put forward for Council's consideration.
- 2.3 Provide a structure through which the views and interests of the Palmerston community and interested parties can be articulated of the attention of Council on safety and wellbeing matters.
- 2.4 Increase partnerships in place between the Council and other levels of government with seek to address crime and improve animal welfare.
- 2.5 Draw on and shar the expertise of specialists, as appropriate.

3 AUTHORITY/DELEGATION

The CSAC is an advisory body to Council and does not hold any decision-making powers. The Committee is responsible to recommend a course of action to Council on matters falling within its function.

4 MEMBERSHIP

- 4.1 Members are appointed by the Council.
- 4.2 The City of Palmerston shall appoint suitably qualified individuals or individuals with a special interest to be members of the Committee based on its purpose, being:
 - One Councillor as Chair
 - One Councillor as a Member
 - Two Community Members
 - One Youth Community Member
 - One Representative of the Chief Minister and Cabinet
 - One Representative of Northern Territory Families
 - One representative of the Northern Territory Police
 - One representative of Larrakia Nation
 - One representative from a relevant business association.

TERMS OF REFERENCE

- 4.3 The Chairperson will be a Councillor holding membership to the committee.
- 4.4 The Mayor will be ex-officio member.
- 4.5 Council staff attend in an advisory capacity, to provide information and updates. Staff do not hold voting rights and do not participate in group decisions unless specified.
- 4.6 Council staff attend in an advisory capacity, to provide information and updates. Staff do not hold voting rights and do not participate in group decisions unless specified.

5 TERMS AND VACANCIES

- 5.1 Membership term of a Councillor will be for one year, by nomination at an Ordinary Council Meeting.
- 5.2 Membership term for all other members will be for two years.
- 5.3 Council officers will invite relevant government organisations to hold representation on the Committee.
- 5.4 Representatives shall be nominated by the appointed organisations.
- 5.5 A member who fails to attend three consecutive meetings without providing apology is considered to have resigned their membership.
- 5.6 The Terms of Reference and membership profile will be reviewed by the Committee every two years from the commencement of the Committee's term, or as require.

6 COMMUNITY MEMBER SELECTION PROCESS

- 6.1 In considering expressions of interest, applicants are expected to:
 - Hold a special interest in community well-being, safety and social and animal wellbeing issues.
 - Contribute positively to the work of the Committee by actively participating in meetings.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively.
 - Community members must be Palmerston residents.
- 6.2 Community representatives shall be considered by submitting an Expression of Interest Form available on the Council website.
- 6.3 Submissions received will be submitted to a confidential Meeting of Council for consideration.

7 MEETINGS

- 7.1 **Notice of Meetings and Business Papers**
The Chief Executive Officer will convene meetings and will distribute business papers no later than three business days prior to a meeting.
- 7.2 **Regularity**
Meetings will be held quarterly, or more frequently as required.
- 7.3 **Attendance**
 - 7.3.1 Meetings are open to the public unless confidential business is being considered.
 - 7.3.2 Guests or Working Group Members may be invited to attend meetings by the Advisory Committee to provide advice or update on relevant matters.
- 7.4 **Quorum**
One Councillor as the Chairperson and half plus one of the overall members.
- 7.5 **Chairperson Responsibilities**
 - 7.5.1 To ensure meetings are conducted in accordance with the *Palmerston (Procedure for Meeting) By-Laws* legislation, Council policies and according to the agenda.



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TERMS OF REFERENCE

7.5.2 Ensuring all discussion items end with a decision, action, or appropriate outcomes.

7.5.3 Should the Chairperson be unable to attend a meeting, the alternate Councillor or Mayor shall perform the duties of Chairperson and if unavailable the meeting will be postponed.

7.6 Voting

7.6.1 For voting purposes, the Chairperson shall accept motions moved and seconded by members of the Committee, by show of hands.

7.6.2 A Committee decision is by majority vote of voting members present at a meeting.

7.7 Minutes

Meeting minutes will be distributed to members within ten working days after a meeting and presented to Council at its next Ordinary Meeting.

8 CONDUCT

8.1 Conflicts of interest

Committee members must declare any real or perceived conflicts of interest when joining the Committee, annually and at the start of each meeting before discussion of the relevant agenda items on the approved Council form.

8.2 Code of Conduct

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

8.3 Committee Representation

Committee members must not speak on behalf of Council or the Committee without the approval of the Chief Executive Officer. Failure to abide by this requirement will constitute grounds for removal from the Committee.

9 PERFORMANCE REVIEW

The Committee will provide an annual summary of the Committees performance to Council prior to the end of financial year.



TERMS OF REFERENCE

| | | | |
|----------------------|---------------------------------|-------------------|--|
| Committee Name: | Vibrant Economy | | |
| Type: | Council Advisory Committee | | |
| Responsible Officer: | Director Finance and Governance | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

To provide advice to Council relating to actions and priorities relating to the Palmerston Local Economic Plan and its Action Plan. These terms of reference set guidelines for the operations of the Vibrant Economy Advisory Committee (VEAC).

2 COMMITTEE OBJECTIVES

- 2.1 Provide advice to Council in identifying economic development opportunities, improving the services provided to the community, in accordance with legislation and council policies
- 2.2 Provide strategic business focus, industry perspective and balanced input for the implementation of the Local Economic Plan and its Action Plan.
- 2.3 Provide business perspective and advise on economic development issues or opportunities or Council's relevant plans and strategies.
- 2.4 Establish productive working relationships and ongoing communication between Council and the business community.
- 2.5 Increase partnerships in place between the Council and other levels of government to build a vibrant economy and community in Palmerston.
- 2.6 Draw on and share the expertise of specialists, as appropriate.

3 AUTHORITY/DELEGATION

The VEAC is an advisory body to Council and does not hold any decision-making powers. The Committee is responsible to recommend a course of action to Council on matters falling within its function.

4 MEMBERSHIP

- 4.1 Members are appointed by the Council.
- 4.2 The City of Palmerston shall appoint suitably qualified or experienced individuals to be members of the Committee based on its purpose, being:
 - Two Councillors and one Councillor as alternate member
 - Maximum two Community Members
 - Maximum two members of relevant business or property associations
 - Maximum three members being local business owners from varying sectors
 - One representative of the Department of the Chief Minister and Cabinet
 - Mayor as ex-officio member
- 4.3 The Chairperson will be a Councillor holding membership to the committee.
- 4.4 The Mayor will be ex-officio member.



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TERMS OF REFERENCE

- 4.5 Council staff attend in an advisory capacity, to provide information and updates. Staff do not hold voting rights and do not participate in group decisions unless specified.

5 TERMS AND VACANCIES

- 5.1 Membership term of a Councillor will be for one year, by nomination at an Ordinary Council Meeting.
- 5.2 Membership term for all other members will be for two years.
- 5.3 Council officers will invite relevant business associations to hold representation on the Committee.
- 5.4 Representatives shall be nominated by the appointed organisations.
- 5.5 A member who fails to attend three consecutive meetings without providing apology is considered to have resigned their membership.
- 5.6 The Terms of Reference and membership profile will be reviewed by the Committee every two years from the commencement of the committee's term, or as required.

6 COMMUNITY MEMBER SELECTION PROCESS

- 6.1 In considering expressions of interest, applicants are expected to:
- Hold a special interest in development of the local economy.
 - Contribute positively to the work of Committee by actively participating in meetings.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively
 - Palmerston resident or owner of a Palmerston local business.
- 6.2 Community and local business representatives shall be considered by submitting an Expression of Interest Form available on the Council website.
- 6.3 Submissions received will be submitted to a confidential Meeting of Council for consideration.

7 MEETINGS

- 7.1 **Notice of Meetings and Business Papers**
The Chief Executive Officer will convene meetings and will distribute business papers no later than three business days prior to a meeting.
- 7.2 **Regularity**
Meetings will be held quarterly, or more frequently as required.
- 7.3 **Attendance**
7.3.1 Meetings are open to the public unless confidential business is being considered.
7.3.2 Guests or Network Members may be invited to attend meetings to provide advice or update on relevant matters by approval of the Advisory Committee Chair and responsible officer.
- 7.4 **Quorum**
One Councillor as the Chairperson and half plus one of the overall members.
- 7.5 **Chairperson Responsibilities**
7.5.1 To ensure meetings are conducted in accordance with the *Palmerston (Procedure for Meeting) By-Laws* and according to the agenda.
7.5.2 Ensuring all discussion items end with a decision, action, or appropriate outcomes.
7.5.3 Should the Chairperson be unable to attend a meeting, the alternate Councillor or Mayor shall perform the duties of Chairperson and if unavailable the meeting will be postponed.



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TERMS OF REFERENCE

7.6 Voting

7.6.1 For voting purposes, the Chairperson shall accept motions moved and seconded by members of the Committee, by show of hands.

7.6.2 A Committee decision is by majority vote of voting members present at a meeting.

7.7 Minutes

Meeting minutes will be distributed to members within ten working days after a meeting and presented to Council at its next Ordinary Meeting.

8 CONDUCT

8.1 Conflicts of interest

Committee Members must declare any real or perceived conflicts of interest when joining the Committee, annually and at the start of each meeting before discussion of the relevant agenda items on the approved Council form.

8.2 Code of Conduct

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

8.3 Committee Representation

Committee Members must not speak on behalf of Council or the Committee without the approval of the Chief Executive Officer.

9 PERFORMANCE REVIEW

The Committee will provide an annual summary of the Committees performance to Council prior to the end of financial year.

NETWORK CHARTER

| | | | |
|--------------------------------|--|-------------------|--|
| Network Name: | Palmerston Seniors | | |
| Associated Advisory Committee: | Community Wellbeing Advisory Committee | | |
| Responsible Officer: | General Manager Community and Culture | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

The Palmerston Seniors Network (PSN) provides a forum for the community to express concerns relating to seniors and to participate in creating a community where all members enjoy equal access within the public domains, services and programs as outlined in the Community Plan.

2 NETWORK OBJECTIVES

The Palmerston Seniors Network provides advice and feedback to the Community Wellbeing Advisory Committee to:

- 2.1 Facilitate consultation and co-operation between the Community Wellbeing Advisory Committee and the community ensuring that Council meets its Community Plan objectives of fostering diversity and unity, being a safe and family friendly community where everyone belongs.
- 2.2 Contribute to the research, development, and implementation of relevant Council strategies, plans and by-laws.
- 2.3 Participate in event planning, consultation processes, and other forms of engagement relating to the promotion of creating an inclusive community.

3 AUTHORITY/DELEGATION

The PAMN is an advisory body to its associated Committee and does not hold any decision-making powers. The Network is responsible to recommend a course of action to the Committee on matters falling within its function.

4 MEMBERSHIP

- 4.1 Up to two Councillors one appointed as Chairperson.
- 4.2 Community Membership can be applied by completing an Expression of Interest Form addressing the selection criteria set out in section 5.
- 4.3 Key Stakeholders may be invited by Council Chief Executive Officer in consultation with the Chair to hold representation on the Network.
- 4.4 Council staff attend in an advisory capacity, to provide information and updates. Staff do not participate in group decisions unless specified.

5 COMMUNITY MEMBER SELECTION PROCESS

- 5.1 In order to represent the Palmerston community, Council encourages people of all ages, abilities, genders and cultural backgrounds to apply.
- 5.2 In considering expressions of interest, applicants are expected to:
 - Hold a special interest in seniors' issues in Palmerston
 - Be a Palmerston resident or business



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NETWORK CHARTER

- Be eligible to apply for a Seniors Cord or be active in the provision of programs and services for Palmerston Seniors.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively.
- 5.3 Community representatives shall be considered by submitting an Expression of Interest Form available on the Council website.

6 MEETINGS

- 6.1 Notice of Meetings will be distributed approximately one week prior to a meeting.
- 6.2 Meetings will be held every two months, or as determined by the network.
- 6.3 Council staff attend in an advisory capacity, to ensure comprehensive discussion, community engagement and report on recommendations to its associated Committee.

7 CONDUCT

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

NETWORK CHARTER

| | | | |
|--------------------------------|---------------------------------------|-------------------|--|
| Network Name: | Palmerston Safe Communities | | |
| Associated Advisory Committee: | Community Safety Advisory Committee | | |
| Responsible Officer: | General Manager Community and Culture | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

The Palmerston Safe Communities Network (PSCN) provides a forum for the community and stakeholders to express concerns on injury and safety and to participate in developing sustainable community-based programs that address crime and assist in the reduction of injury.

The network works in partnership with the community, Northern Territory Government and local businesses and is committed to promoting the safety and wellbeing of Palmerston residents and visitors to the City of Palmerston Municipality.

2 NETWORK OBJECTIVES

The Palmerston Safe Communities Network provides advice and feedback to the Community Safety Advisory Committee to:

- 2.1 Contribute to the research, development, and implementation of relevant Council strategies, plans and by-laws.
- 2.2 Establish effective partnerships with key stakeholders engaged in injury and crime prevention in Palmerston.
- 2.3 Ensure access to information, specialist advice and support for Palmerston Safe Communities' partners relating to injury prevention and safety issues.
- 2.4 Inform, lobbying and influencing relevant key organisations to improve levels of safety in Palmerston.
- 2.5 Prioritising injury and safety issues for the Palmerston and consider campaigns, injury prevention and safety promotion programs and projects in response to local needs and issues.
- 2.6 Participate in event planning, consultation processes, and other forms of engagement relating to relevant issues.

3 AUTHORITY/DELEGATION

The PSCN is an advisory body to its associated Committee and does not hold any decision-making powers. The Network is responsible to recommend a course of action to the Committee on matters falling within its function.

4 MEMBERSHIP

- 4.1 Up to two Councillors one appointed as Chairperson.
- 4.2 Community Membership can be applied by completing an Expression of Interest Form addressing the selection criteria set out in section 5.
- 4.3 Key Stakeholders will be invited by Council officers to hold representation on the Network.
- 4.4 Council staff attend in an advisory capacity, to provide information and updates. Staff do not participate in group decisions unless specified.

NETWORK CHARTER

5 COMMUNITY MEMBER SELECTION PROCESS

- 5.1 In order to represent the Palmerston community, Council encourages people of all ages, abilities, genders and cultural backgrounds to apply.
- 5.2 In considering expressions of interest, applicants are expected to:
 - Hold a special interest in community safety, well-being and social issues.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively.
 - Be a Palmerston resident or business
 - Represent an agency or authority that delivers related services or programs.
- 5.3 Community representatives shall be considered by submitting an Expression of Interest Form available on the Council website.

6 MEETINGS

- 6.1 Notice of Meetings will be distributed approximately one week prior to a meeting.
- 6.2 Meetings will be held every two months, or as determined by the network.
- 6.3 Council staff attend in an advisory capacity, to ensure comprehensive discussion, community engagement and report on recommendations to its associated Committee.

7 CONDUCT

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

NETWORK CHARTER

| | | | |
|--------------------------------|---------------------------------------|-------------------|--|
| Network Name: | Palmerston Animal Management | | |
| Associated Advisory Committee: | Community Safety Advisory Committee | | |
| Responsible Officer: | General Manager Community and Culture | | |
| Owner: | Chief Executive Officer | | |
| Approval Date: | | Next Review Date: | |
| Records Number: | | Council Decision: | |

1 PURPOSE

The Palmerston Animal Management Network (PAMN) provides a forum for the community and stakeholders to express concerns on animal management and to participate in developing sustainable community-based programs that promote responsible animal management and ownership.

The network works in partnership with the community, Northern Territory Government and veterinarian specialists and is committed to promoting the safety and wellbeing of animal in the Palmerston Municipality.

2 NETWORK OBJECTIVES

The Palmerston Animal Management Network provides advice and feedback to the Community Safety Advisory Committee to:

- 2.1 Facilitate consultation and co-operation between the Palmerston Safe Advisory Committee and the community ensuring that Council meets its Community Plan objective of a safe and family friendly community where everyone belongs.
- 2.2 Contribute to the research, development, and implementation of relevant Council strategies, plans and by-laws.
- 2.3 Establish effective partnerships with key stakeholders engaged in animal management in the Palmerston.
- 2.4 Participate in event planning, consultation processes, and other forms of engagement relating to the promotion of responsible animal management and ownership.

3 AUTHORITY/DELEGATION

The PAMN is an advisory body to its associated Committee and does not hold any decision-making powers. The Network is responsible to recommend a course of action to the Committee on matters falling within its function.

4 MEMBERSHIP

- 4.1 Up to two Councillors one appointed as Chairperson.
- 4.2 Community Membership can be applied by completing an Expression of Interest Form addressing the selection criteria set out in section 5.
- 4.3 Key Stakeholders will be invited by Council officers to hold representation on the Network.
- 4.4 Council staff attend in an advisory capacity, to provide information and updates. Staff do not participate in group decisions unless specified.



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NETWORK CHARTER

5 COMMUNITY MEMBER SELECTION PROCESS

- 5.1 In order to represent the Palmerston community, Council encourages people of all ages, abilities, genders and cultural backgrounds to apply.
- 5.2 In considering expressions of interest, applicants are expected to:
 - Hold a special interest in animal management or welfare.
 - Be a Palmerston resident
 - Be a Palmerston business or association/government agency that provide related services and programs.
 - Represent community interest as a whole and not as individual interest.
 - Be respectful of diverse views and work collaboratively.
- 5.3 Community representatives shall be considered by submitting an Expression of Interest Form available on the Council website.

6 MEETINGS

- 6.1 Notice of Meetings will be distributed approximately one week prior to a meeting.
- 6.2 Meetings will be held every two months, or as determined by the network.
- 6.3 Council staff attend in an advisory capacity, to ensure comprehensive discussion, community engagement and report on recommendations to its associated Committee.

7 CONDUCT

All Committee Members are required to abide with Schedule 1 of the *Local Government Act 2019 Code of Conduct for Elected Members and Committee Members*.

COUNCIL REPORT

2nd Ordinary Council Meeting

| | |
|----------------------|---|
| AGENDA ITEM: | 13.1.2 |
| REPORT TITLE: | Palmerston City Master Plan |
| MEETING DATE: | Tuesday 15 March 2022 |
| AUTHOR: | Urban & Environment Planner, Damien Scalora |
| APPROVER: | Director City Growth and Operations, Nadine Nilon |

COMMUNITY PLAN

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

PURPOSE

This Report recommends that Council rescind the Palmerston City Centre Master Plan 2015 and associated documents, due to recent developments to the NT Planning System.

KEY MESSAGES

- In 2015 the then Council developed and adopted a conceptual master plan and planning framework for the Palmerston City Centre.
- The Palmerston City Centre Master Plan 2015 was adopted by Council in 2015, alongside the associated City Centre Public Realm and Subdivision Great Streets Strategy and draft City Centre Planning Framework.
- Following adoption, a formal request to the Minister for Lands and Planning was made to amend NT Planning Scheme, to incorporate the Master Plan 2015, and this process has been on hold whilst the development of the Central Palmerston Area Plan (CPAP) took place.
- The CPAP was gazetted as part of the Northern Territory Planning Scheme in 2021 and there has been other planning reform over the past 5 years that provide influence planning within the city centre
- The Palmerston City Centre Master Plan 2015 (Master Plan 2015) is now considered to be a redundant strategy and has no application to influence planning outcomes as originally intended.
- The intent and outcomes under the Master Plan 2015 are now largely facilitated through other planning projects. This includes the Central Palmerston Area Plan (CPAP), and Phase 2 Stage 1 of Planning Reforms.
- These planning projects target improved planning outcomes, specific to the City Centre, through the introduction of new strategic framework plans, Palmerston City Centre specific development requirements and improved urban design outcomes.
- It is recommended the Palmerston City Centre Master Plan be rescinded by Council along with the associated documents being the Palmerston City Centre Public Realm and Subdivision Great Streets Strategy and draft Palmerston City Centre Planning Framework.

RECOMMENDATION

1. THAT Report entitled Palmerston City Master Plan be received and noted.
2. THAT Council rescind the Palmerston City Centre Master Plan 2015, Palmerston City Centre Public Realm and Subdivision Great Streets Strategy and draft Palmerston City Centre Planning Framework.

BACKGROUND

A conceptual Master Plan for the Palmerston City Centre was developed through initiatives under previous elected Council's. These sought to achieve better planning and urban design outcomes in the central area and facilitate ongoing development of the city centre.

The Palmerston City Centre Master Plan can be located on the City of Palmerston Website:
https://palmerston.nt.gov.au/sites/default/files/uploads/files/2018/CoP_PPC_Master%20Plan_0.pdf

The Palmerston City Centre Master Plan 2015 was adopted in 2015, supported by several other documents that were largely informative rather than delivery based. The intent was to inform a proposal to amend the NT Planning Scheme and provide a planning framework for the city centre. During draft consultation, correspondence from the Department of Lands, Planning and Environment (DLPE at the time) outlined a number of concerns and suggestions, highlighting the incompatibility of the Master Plan to integrate within the NT Planning Scheme.

A formal request to the Minister to amend the NT Planning Scheme was made in 2015, which was then deferred by the Minister in August 2016. In assessing this request, the NT Planning Commission found that these strategies required further work and outlined interest in preparing a broader Area Plan for the city centre.

Since 2016, there has been several major changes to the planning system. This extends to many of the outcomes explored under the Palmerston City Centre Master Plan 2015 and the previously proposed planning framework. Relevant updates include:

- Development of the Central Palmerston Area Plan (CPAP), finalised in 2021.
- Designing Better project work
- Proposed Integrated Planning Scheme Amendments (including outcomes from Designing Better and economic recovery actions)
- Adoption of the Darwin Regional Land Use Plan 2015

Recently, a report was provided to Council at the 1st Ordinary Council Meeting on 1 March 2022 outlining the changes incorporated under a proposed Planning Scheme Amendment, part of Phase 2 Stage 1 of Planning Reforms.

The Palmerston City Centre Master Plan 2015, and associated documents, have remained idle following its adoption by Council in 2015. Its overall relevance to current and future Council activity is redundant, and its relevance to influencing outcomes as part of the NT planning process is now addressed through recently approved planning scheme amendment.

The following discussion briefly outlines how recent planning scheme developments relate to outcomes under the Master Plan, thereby supporting the rescinding of the Palmerston City Centre Master Plan 2015. The document has limited use for influencing planning outcomes, however there remains some potential to utilise content to support future Council led strategies and programs.

DISCUSSION

Palmerston City Centre Master Plan 2015

The Palmerston City Centre Master Plan (Master Plan 2015) outlines a vision, supported by objectives and associated outcomes through urban design guidelines and implementation plans. The document outlines issues as well as key drivers for the City.

Elements such as the vision, objectives and issues for the city centre are captured within the CPAP strategic document, which Council provided feedback on throughout its development. This has been further embedded in the planning framework through recent planning reform which introduces Palmerston City Centre specific development requirements.

There are also two further strategic documents endorsed that are directly associated with the Master Plan 2015, being the Palmerston City Centre Public Realm and Subdivision Great Streets Strategy and draft Palmerston City Centre Planning Framework.

Central Palmerston Area Plan

The CPAP was introduced into the NT Planning Scheme in April 2021 and was designed to enable its positioning within the strategic framework of the scheme.

The CPAP expands on the City Centre area, and includes consideration of the surrounding areas of Yarrowonga, including the Gateway Shopping Centre site. The CPAP vision statement shares consistent language with that of the vision under Master Plan 2015, outlining aspects of vibrancy, safety, welcoming public spaces, and a focus on improving the multi-modal network dominated by cars.

The CPAP identifies several focus areas being The Boulevard Precinct, North Link and South Link. This reflects similar precincts under the Master Plan of the Civic, North Bank and Southern Quarter with similar ambitions. Aspects of activated frontages, volumetric building controls and interaction with streets are central to outcomes sought under the plan.

The CPAP contains a number of planning themes which direct principles, objectives and acceptable design responses. These design responses are further embedded in the Planning Scheme through proposed Planning Scheme Amendments, which introduce Location Specific Development Requirements.

Integrated Planning Scheme Amendments

Under Phase 2 Stage 1 of planning reform, proposed amendments revise Part 5 development requirements alongside other elements which allow for greater integration of Area Plans.

Of relevance to the Master Plan 2015 is the introduction of Palmerston City Centre location specific development requirements. These have been developed from the Area Plan and through the Designing Better project, seeking to improve design outcomes in commercial and mixed-use zones.

Alignment with Council led Strategy

Since the Master Plan 2015 was adopted, Council has developed several strategies and is working to deliver a number of actions under these. Notably, the Palmerston Community Plan which directs Council's activity, was developed after the Master Plan. This document contains no reference to the Master Plan but drives a co-designed vision of future activity.

Recent adoption of key sustainable development documents in the Palmerston Sustainability Strategy and the Local Economic Plan also contains no reference to the Master Plan. They do however, evolve some concepts explored under the Master Plan such as greening (for amenity and sense of place), encouraging multi-modal transport (alternative transport and priority corridors), facilitating and activating the central area and ensuring development of local business eco-systems.

Redundancy of Palmerston City Centre Master Plan 2015

Broadly, the above-mentioned amendments demonstrate that recent planning system changes address much of what the Master Plan had originally sought, in terms of influencing planning outcomes, within the accepted approach of the NT planning system. There is a package of building, urban design and public realm design requirements, that are now applicable to Central Business (CB) and Commercial (C) zones areas. Specific requirements exist for the Palmerston City Centre, and the strategic framework ensures a higher-level consideration against wider outcomes under the CPAP.

Outcomes from the recent planning system changes provide greater certainty for development expected in the Palmerston City Centre, which previously lacked a comprehensive and coordinated vision.

As discussed, Palmerston City Centre Master Plan 2015 holds no application within the NT Planning System, nor does it guide or reference contemporary Council strategies, and therefore it is recommended that Council rescind the Master Plan 2015, along with the associated documents of the Palmerston City Centre Public Realm and Subdivision Great Streets Strategy and draft Palmerston City Centre Planning Framework.

CONSULTATION PROCESS

There was no consultation required during the preparation of this report. The Central Palmerston Area Plan, and Council's Strategic Plans did undergo relevant community consultation throughout their development.

POLICY IMPLICATIONS

This report seeks to rescind the following documents from Council publications:

- Palmerston City Centre Master Plan 2015
- Palmerston City Centre Public Realm and Subdivision Great Streets Strategy
- Draft Palmerston City Centre Planning Framework

BUDGET AND RESOURCE IMPLICATIONS

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

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 4 Fails to effectively design and implement contemporary governance practices
Context: Strong foundations to hold the City and Administration to account.

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

There are no environment sustainability implications for this report.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

| | |
|----------------------|---|
| AGENDA ITEM: | 13.2.1 |
| REPORT TITLE: | Financial Report for the Month of February 2022 |
| MEETING DATE: | Tuesday 15 March 2022 |
| AUTHOR: | Financial Accountant, Tinashe Gomo |
| APPROVER: | Director Finance and Governance, Wati Kerta |

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 February 2022.

KEY MESSAGES

- Council's Operating expenditure is tracking well to Budget with an overall 67% spent (including commitments) of the \$42 million Revised Annual Budget and 91% of the Year To Date (YTD) Budget.
- Capital income is at 13% and capital expenditure is at 41% against the Revised Annual Budget. Tenders are currently being finalised for some of the key projects and measures are in place to address areas of underspend. Nevertheless, some projects are underspent on expenditure as they rely on grant funding expected to be received this year such as the \$20 million SWELL project which is one of the major initiatives. Gray Community Hall has been officially handed over to Council from the contractor and a certificate of occupancy was issued as part of it.
- \$2.5 million was paid out to Local Suppliers, representing 85% of the monthly creditor payments.
- Infringements outstanding as of 28 February 2022 is \$32K and has seen a decline over the months due to active debt recovery. The outstanding amount relates to 338 infringements of which 135 infringements are unpaid from prior years.
- \$12K, made up of 14 debtors, are over 90 days. These debtors constitute 42.2% of all outstanding debtors. Council is actively following up on debts over 90 days.
- The City of Palmerston is tracking well with measures in place to address areas of underspend or reduced income in capital operations.

RECOMMENDATION

THAT Report entitled Financial Report for the Month of February 2022 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 13.2.1.1 present the financial position of Council at the end of February 2022. The additional information provided in this Report includes payment and reporting obligations for insurance, Councillor expenses and Chief Executive Officer (CEO) certification.

In accordance with the Local Government Act 2019 and Local Government (General) Regulations, Council must be tabled with a report on variations to contracts that exceed 10% and public quotes which exceed a value of \$150,000. This Report includes all recorded variations for February 2022.

DISCUSSION

The information below is provided to assist with the terminology used throughout the Report:

- Revised Annual Budget is the total Budget per the municipal plan for the 2021/22 financial year and includes all Budget review movements.
- Year to date (YTD) Budget – is the budget equivalent from 1 July to the current reporting date.
- Year to date (YTD) Actual – is the actual income and expenditure from 1 July to the current reporting date.

Operating Income

| Description | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget |
|-------------------------------|--------------------------|----------------|--------------------------------|
| Office of the Chief Executive | 916,639 | 365,415 | 40% |
| Finance and Governance | 23,204,327 | 21,983,060 | 95% |
| Community and Culture | 1,760,581 | 1,227,333 | 70% |
| Infrastructure | 8,553,808 | 7,824,521 | 91% |
| Total (City of Palmerston) | 34,435,355 | 31,400,328 | 91% |

- Total operating income is at 91% of the Revised Annual Budget and 97% of the YTD Budget as per attachment.
- \$365K in the Office of the Chief Executive relates to Federal Assistance Grant funding. The difference from the Budget is the remaining of Federal Assistance grant expected to be received towards the end of the year.
- All other directorates are tracking well to Budget. The majority of the income for Finance and Governance is from Rates levied \$22 Million; Community and Culture from annual Public Library grant funding \$597K, Service Agreement \$135K and Dog registration \$254K; Infrastructure from Waste charge levied \$6.8 Million, Federal Assistance Grant funding \$460K and Odegaard rentals of \$297K.

Operating Expenditure

| Description | Revised Annual Budget \$ | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget |
|-------------------------------|--------------------------|---------------------------|---|
| Office of the Chief Executive | -1,473,926 | -1,031,272 | 70% |
| Finance and Governance | -13,846,037 | -9,612,216 | 69% |
| Community and Culture | -7,798,012 | -5,019,918 | 64% |
| Infrastructure | -18,445,448 | -12,131,945 | 66% |
| Total (City of Palmerston) | -41,563,423 | -27,795,351 | 67% |

- Total operating expenditure is 67% of the Revised Annual Budget, including commitments and 91% of the YTD Budget.
- All directorate expenditures are tracking well. Highlights of expenditure per directorate are as follows: Office of the Chief Executive, includes \$140k for legal expenses and elected member

expenses of \$516K which are explained under the Elected members expenses further in this report; Finance and Governance includes \$708K in Insurance, \$7 Million in Depreciation of assets and \$151K in professional services mainly spent towards the Community Satisfaction Survey, Annual review for investment property and Local economic plan; Community and Culture, \$182K Staff training, \$756K in community events such as Hooked on Palmerston, Youth festival, Geek Fest, Christmas wonderland, On Francis, FlicNics, Halloween and Territory day; Infrastructure, \$4.6 Million on waste management, \$3.2 Million on Mowing, Vegetation management, landscaping and irrigation, \$652K on street lighting and street light maintenance.

Capital Income

| Description | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget |
|-----------------------------------|--------------------------|------------------|--------------------------------|
| Office of the Chief Executive | 500,000 | 500,000 | 100% |
| Finance and Governance | 50,000 | 196,182 | 392% |
| Community and Culture | 44,219 | 110,300 | 249% |
| Infrastructure | 11,273,745 | 621,240 | 6% |
| Total (City of Palmerston) | 10,867,964 | 1,427,722 | 13% |

- Capital income is at 13% of the Revised Annual Budget and 35.08% of the YTD Budget. The majority relates to the milestone payment for Gray Community Hall Redevelopment and the 1st instalment of the Fibersense Smart Technology project, the rest is related to proceeds from sale of seven vehicles that offsets some of the capital expenditure on fleet purchases. . To date Council is still waiting for some grant funds to be received, including the Building Better Region Funding (BBRF) for the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) project, 21/22 Black Spot from NTG which should be received just before year.

Capital Expenditure

| Description | Revised Annual Budget \$ | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget |
|-----------------------------------|--------------------------|---------------------------|---|
| Office of the Chief Executive | 0 | 0 | 0% |
| Finance and Governance | -452,499 | -424,136 | 107% |
| Community and Culture | -563,510 | -429,878 | 76% |
| Infrastructure | -19,523,465 | --7,597,036 | 39% |
| Total (City of Palmerston) | -20,539,474 | --8,451,050 | 41% |

- Capital expenditure including commitments, is at 41% of the Revised Annual Budget; with majority of the spend relating to FiberSense Installation, Tiverton Park Playground, Gray Community Hall Redevelopment and pathway works such as Zenith Circuit in Woodroffe.
- Finance and Governance includes expenditure related to seven fleet purchases and some of the expenditure is offset from proceeds arising through vehicles traded in.

- Community and Culture includes expenditure for the Library Recording and Sound Studio and the artwork sculpture at the newly renovated Gray Community Hall.
- The other key project in Infrastructure includes the Smart Technology project (FiberSense) project that is currently at 73% of the total budget with some of the works scheduled for in August 2022.
- \$7.6M is the total year to date on actuals and commitments on capital projects. The Revised Annual Budget of \$20.5M includes projects carried forward from previous financial year and 1st budget review movements.
- Tenders are being finalised for some of the key capital projects such as the Swimming, Wellness, Events, Leisure and Lifestyle (SWELL) project and the road reseal program.

Reserves

Reserve balances have been updated to reflect the closing balance of the audited Annual General Purpose Financial Statements 30 June 2021 in line with Council resolution 10/53 – 19/10/2021, plus the 1st budget review movements adopted in line with Council Resolution 10/106 – 16/11/2021. Reserve balance as at 28 February 2022 is \$13.4M which is \$2M more than the anticipated budgeted reserve balance and this confirms City of Palmerston is financially sustainable in the long term. Below outlines the different reserves held by the Council:

Reserves per Council Policy 'Financial Reserves'

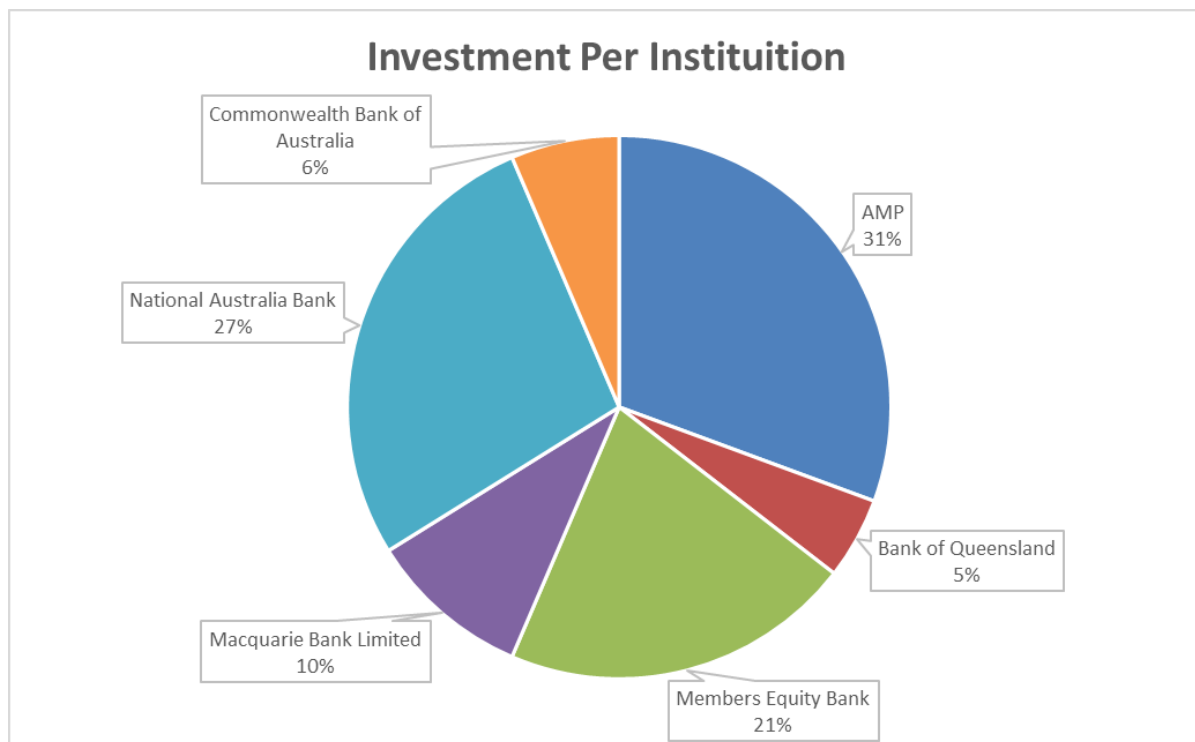
Externally restricted reserves- subject to legal requirements that govern the use of the funds. The reserve includes funds that have not been utilised for the purpose for which they were received, and an obligation or requirement to return funds to its contributor exist.

Internally restricted reserves- not subject to legal requirements governing the use of the funds. The reserve has been established for a specific internal purpose, however, if that purpose does not eventuate or Council changes its priorities the funding can be diverted to other purposes except for the waste management reserve. Funds in the waste management reserve cannot be used or allocated to any other purpose as it is restricted to waste management expenditure.

Unrestricted reserve - not subject to any legal obligations. The funds in this reserve are not currently allocated to a specific purpose.

Investments and Cash

- As of 28 February 2022, Council held \$29.5M in term deposits across six separate financial institutions. The investment portfolio is compliant with Council Policy FIN06 Investments.
- Cash held by Council in the bank as of 28 February 2022 was \$4,239,973
- The breakup between institutions is:



Outstanding Rates

- Section 2.4 – Debtor Control Accounts, as presented as Attachment 13.2.1.1, reflects the number of properties overdue per financial 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 \$2.1M from 2,551 properties, including outstanding.
- Rates outstanding plus interest at the end of February 2022 were 6.69% of all levied rates.

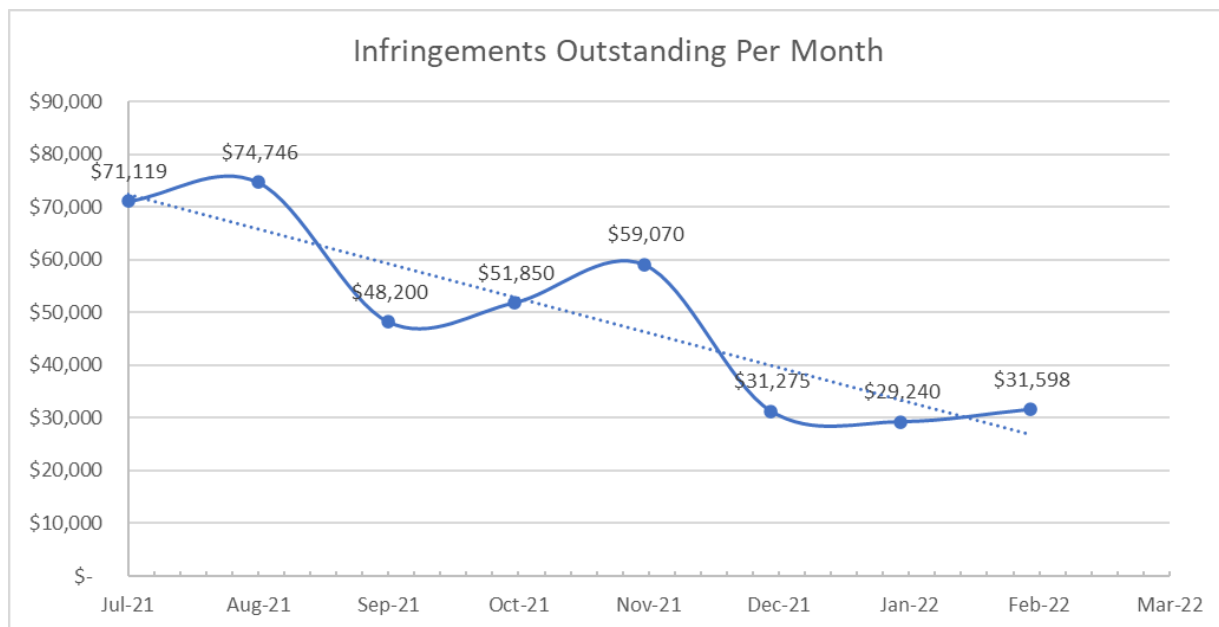
Elected Member Expenses

- Section 2.11 - Elected Member expenses summarise expenses or benefits related to Elected Members under Section 109 of the Local Government Act 2019 Section 109. Elected Members expenditure is currently at \$516K; \$199K relates to Elected Member allowances, and over \$300K relates to election expenses, civic functions, and other administrative support.

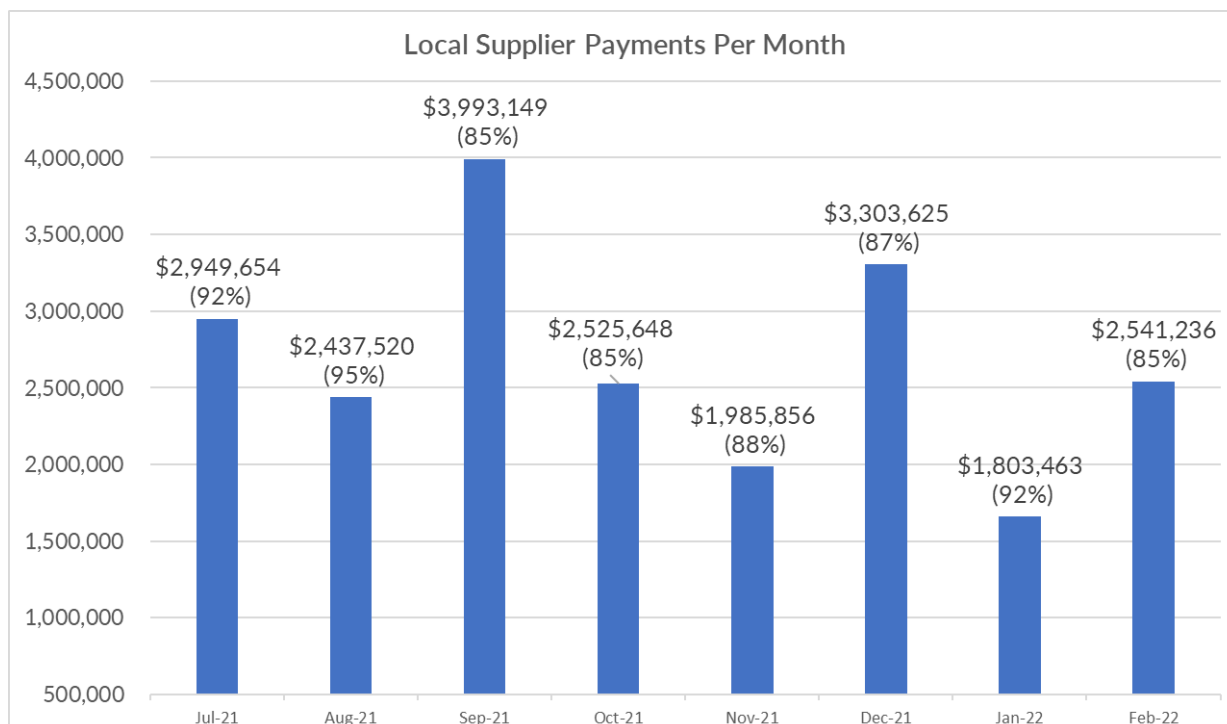
Trade Debtors and Creditors

- 42.19% of all Debtors are over 90 days, amounting to \$11,922 and staff are actively following up on the outstanding debts. The next step will be to refer these debtors to the debt collectors.
- 67% of Infringements debtors are from 2021/22 (203 infringements); 23% from 2020/21 (60 Infringements), and the remaining 10% (75 infringements) are from prior years. Infringement's outstanding have been declining over the months due to active debt recovery with an outstanding balance of \$31K as of 28 February 2022. The graph below provides an overview of the infringements outstanding as tracked over the months since the start of the financial year.

- Animal Control has seen the most significant decrease resulting in (45.10% decrease) due to active debt recovery over the last 6 months



- 85% of the monthly creditor payments have been made to local suppliers. The table below provides an overview of the local supplier payments made this financial year:



Waste Charges

- The purpose of Section 2.8 - Waste Charges in **Attachment 13.2.1.1**, is to supply a YTD overview of Council's progress against its budgeted Waste Reserve movement.

Loans

- Council approved an internal loan for \$3.3M to fund Making the Switch in August 2018 (Council decision 9/0243), and an external loan for \$1.96M 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 Section 2.10 - Council Loans of **Attachment 13.2.1.1**. The loan repayments as of February 2022 is \$158,849, and interest is \$37,230. The outstanding loan balance as of 28 February 2022 is \$2,665,383; the next repayment will be on 31 March 2022.
- The loan for Archer Landfill Rehabilitation of \$1.96M was drawn upon on 28 June 2019. The loan repayments as of February 2022 is \$115,943 and interest is \$21,243. The outstanding loan balance is \$1,394,358; the next repayment will be on 31 March 2022. Details of the loan are provided in Section 2.10 - Council Loans of **Attachment 13.2.1.1**.

Tax and Insurance

- Council is compliant with payment and reporting all tax liabilities as outlined below.
- \$34,301 has been paid for Fringe Benefits Tax (FBT) to the Australian Tax Office (ATO) for the FBT Period October 2021 to December 2021. The next instalment is due in April 2022 for the March quarter.
- \$1,557,304 has been paid to the ATO for Pay As You Go Tax (PAYG). In addition, Council has paid \$491,061 towards employee's superannuation YTD.
- The last Business Activity Statement was lodged on 22 February 2022 for the month ended 31 January 2022, and the GST refund was \$130,835

The Council has all required insurances to manage the current risk exposure, payments have been made, and reporting is compliant with insurance requirements.

Contract Variations

In accordance with the Local Government Act 2019 and Local Government (General) Regulations, a report on variations to contracts that exceed 10% and public quotes that exceed a value of \$150,000 must be published at first notice. At the First Ordinary Council Meeting in February 2022, the council was present with no variations to contracts as of January 2022.

In February 2022, the one contract listed below met the criteria as stipulated by the Local Government Act:

| Contract Variation # | Contract Details | Supplier | Original Value | Increased Value (Total) | Total Increase % | New Total Value | Reason for Variation |
|----------------------|---------------------------------|--------------|----------------|-------------------------|------------------|-----------------|---------------------------------|
| CONTRACTS | | | | | | | |
| TS2019-27 | Installation of Street Lighting | Top End RACE | \$1,500,000 | \$750,000 | 50% | \$2,250,000 | Installation of Street Lighting |

CONSULTATION PROCESS

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

- Finance Manager
- Senior Procurement Advisor

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 Fails to be sustainable into the long term

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

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 Revised 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 Revised 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.*
- (3) *The Report must be accompanied by:*
 - (a) *a certification, in writing, by the CEO to the Council that, to the best of the CEO's knowledge, information and belief:*
 - (i) *the internal controls implemented by the Council are appropriate; and*
 - (ii) *the Council's financial Report best reflects the financial affairs of the Council; or*

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 February 2022 - signed [13.2.1.1 - 25 pages]



Financial Management Reports

February 2022

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

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February 2022

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Certification By Chief Executive Officer

I, Luccio Franco Ceracarelli, the Chief Executive Officer of the City of Palmerston, hereby certify that to the best of my knowledge, information and belief:

- ❖ The internal controls implemented by Council are appropriate; and
- ❖ The Council's Financial Report for February 2022 best reflects the financial affairs of Council.



Luccio Franco Ceracarelli
Chief Executive Officer

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

1.2 - Executive Summary as at

28 February 2022

% of year passed

67%

| Description | Revised Annual Budget \$ | YTD Actual \$ | % YTD Actuals of Annual Budget | YTD Committed \$ | % Committed of Annual Budget | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|---|--------------------------|--------------------|--------------------------------|-------------------|------------------------------|---------------------------|---|--------------------|-----------------------------|
| Operating Income | | | | | | | | | |
| Rates & Annual Charges | 29,475,948 | 28,365,407 | 96% | 0 | 0% | 28,365,407 | 96% | 29,456,948 | 96% |
| Statutory Charges | 140,450 | 85,549 | 61% | 0 | 0% | 85,549 | 61% | 93,626 | 91% |
| User Charges & Fees | 687,637 | 607,259 | 88% | 0 | 0% | 607,259 | 88% | 526,378 | 115% |
| Interest & Investment Revenue | 649,721 | 497,358 | 77% | 0 | 0% | 497,358 | 77% | 437,453 | 114% |
| Reimbursements | 0 | -125 | 0% | 0 | 0% | -125 | 0% | 0 | 0% |
| Other Income | 520,000 | 367,392 | 71% | 10,000 | 2% | 377,392 | 73% | 412,916 | 89% |
| Grants, Subsidies & Contributions | 2,961,599 | 1,477,489 | 50% | 0 | 0% | 1,477,489 | 50% | 1,572,801 | 94% |
| Operating Income | 34,435,355 | 31,400,328 | 91% | 10,000 | 0% | 31,410,328 | 91% | 32,500,122 | 97% |
| Operating Expenditure | | | | | | | | | |
| Employee Costs | -10,837,731 | -6,723,674 | 62% | -43,650 | 0.4% | -6,767,324 | 62% | -7,260,543 | 93% |
| Professional Services | -1,621,308 | -842,276 | 52% | -391,892 | 24% | -1,234,168 | 76% | -1,158,841 | 73% |
| Auditor's Remuneration | -35,000 | -24,514 | 70% | -2,800 | 8% | -27,314 | 78% | -23,336 | 105% |
| Operating Lease Rentals | -22,423 | -13,401 | 60% | -12,574 | 56% | -25,975 | 116% | -14,947 | 90% |
| Utilities | -2,460,628 | -1,294,755 | 53% | 0 | 0% | -1,294,755 | 53% | -1,646,632 | 79% |
| Materials & Contractors | -10,819,864 | -5,969,287 | 55% | -1,471,040 | 14% | -7,440,327 | 69% | -7,186,067 | 83% |
| Depreciation, Amortisation & Impairment | -10,608,000 | -7,072,000 | 67% | 0 | 0% | -7,072,000 | 67% | -7,072,000 | 100% |
| Elected Members Expenses | -392,011 | -214,656 | 55% | 0 | 0% | -214,656 | 55% | -261,502 | 82% |
| Legal Expenses | -235,700 | -140,213 | 59% | -30,884 | 13% | -171,097 | 73% | -166,636 | 84% |
| Telephone & Other Communication Charges | -252,089 | -190,602 | 76% | -41,590 | 16% | -232,192 | 92% | -187,091 | 102% |
| Donations, Sponsorships & Grants | -250,000 | -76,595 | 31% | -10,000 | 4% | -86,595 | 35% | -183,328 | 42% |
| Software, Hardware, Stationery, Subscriptions | -1,175,461 | -806,268 | 69% | -62,134 | 5% | -868,402 | 74% | -811,271 | 99% |
| Other Expenses | -2,080,686 | -1,488,014 | 72% | -157,035 | 8% | -1,645,049 | 79% | -1,506,489 | 99% |
| Insurance | -505,621 | -498,173 | 99% | 0 | 0% | -498,173 | 99% | -505,621 | 99% |
| FILOC Internal Loan | -227,316 | -158,849 | 70% | 0 | 0% | -158,849 | 70% | -113,658 | 140% |
| Borrowing Costs | -39,585 | -58,473 | 148% | 0 | 0% | -58,473 | 148% | -30,332 | 193% |
| Operating Expenditure | -41,563,423 | -25,571,751 | 62% | -2,223,600 | 5% | -27,795,351 | 67% | -28,128,295 | 91% |
| OPERATING SURPLUS/(DEFICIT) | -7,128,068 | 5,828,577 | | -2,213,600 | | 3,614,977 | -51% | 4,371,827 | 133% |

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

1.2 - Executive Summary as at

28 February 2022

% of year passed

67%

| Description | Revised Annual Budget \$ | YTD Actual \$ | % YTD Actuals of Annual Budget | YTD Committed \$ | % Committed of Annual Budget | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|--|--------------------------------|-------------------|--------------------------------------|---------------------|------------------------------------|------------------------------|---|-------------------|--------------------------------|
| Capital Income | | | | | | | | | |
| Net gain (loss) on disposal or revaluation of assets | 50,000 | 196,182 | 392% | 0 | 0% | 196,182 | 392% | 50,000 | 392% |
| Developer Contributions | 288,750 | 39,240 | 14% | 0 | 0% | 39,240 | 14% | 288,750 | 14% |
| Grants received | 10,529,214 | 1,192,300 | 11% | 0 | 0% | 1,192,300 | 11% | -4,409,098 | -27% |
| Capital Income | 10,867,964 | 1,427,722 | 13% | 0 | 0% | 1,427,722 | 13% | -4,070,348 | -35% |
| Net SURPLUS / (DEFICIT) transferred to Equity Statement | 3,739,897 | 7,256,299 | | -2,213,600 | | 5,042,699 | 135% | 301,480 | 2407% |
| Capital Expenditure | | | | | | | | | |
| Asset Purchase | -5,180,297 | -1,812,917 | 35% | -625,493 | 12% | -2,438,410 | 47% | -2,362,180 | 77% |
| Asset Upgrade | -15,359,178 | -4,039,953 | 26% | -1,972,687 | 13% | -6,012,640 | 39% | 2,240,039 | -180% |
| Capital Expenditure | -20,539,474 | -5,852,870 | 28% | -2,598,180 | 13% | -8,451,050 | 41% | -122,140 | 4792% |
| Less Non-Cash Expenditure | -10,608,000 | -7,072,000 | 67% | 0 | 0% | -7,072,000 | 67% | -7,072,000 | 100% |
| NET CAPITAL SURPLUS/(DEFICIT) | -6,191,578 | 8,475,429 | | -4,811,780 | | 3,663,649 | -59% | 7,251,339 | 117% |
| Borrowings | 1,000,000 | 0 | 0% | 0 | 0% | 0 | 0% | 1,000,000 | 0% |
| Repayment of Borrowings | -234,634 | -115,943 | 49% | 0 | 0% | 0 | 0% | -117,317 | 99% |
| Reserve Movement | 5,426,212 | 0 | 0% | 0 | 0% | 0 | 0% | -5,426,212 | 0% |
| NET OPERATING SURPLUS/(DEFICIT) | 0 | 8,359,486 | | -4,811,780 | | 3,663,649 | | 2,707,810 | 309% |

8/3/2022

Approved by: Finance Manager

Section 2 Financial Results

2.1 - Budget Summary Report as at

% of year passed

28 February 2022

67%

Operating Income

| Description | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Budget | % YTD Actuals of YTD Budget |
|--------------------------------------|--------------------------|-------------------|--------------------------------|-------------------|-----------------------------|
| Office of the Chief Executive | | | | | |
| Office of the CEO | 916,639 | 365,415 | 39.86% | 302,211 | 120.91% |
| Office of the Chief Executive | 916,639 | 365,415 | 39.86% | 302,211 | 120.91% |
| Finance & Governance | | | | | |
| Governance | 234,000 | 202,750 | 87% | 234,000 | 87% |
| Director Finance & Governance | 66,891 | 48,517 | 73% | 44,592 | 109% |
| Financial Services | 106,561 | 137,650 | 129% | 60,349 | 228% |
| Rates | 22,796,875 | 21,594,142 | 95% | 22,737,143 | 95% |
| Finance & Governance | 23,204,327 | 21,983,060 | 95% | 23,076,084 | 95% |
| Community & Culture | | | | | |
| Events Promotion | 2,000 | 2,000 | 100% | 2,000 | 100% |
| Library Services | 934,523 | 782,326 | 84% | 823,731 | 95% |
| Senior Citizens | 2,000 | 1,350 | 68% | 2,000 | 68% |
| Youth Services | 343,908 | 52,308 | 15% | 343,908 | 15% |
| Animal Management | 357,250 | 338,488 | 95% | 306,112 | 111% |
| Parking & Other Ranger Services | 120,900 | 50,861 | 42% | 83,848 | 61% |
| Community & Culture | 1,760,581 | 1,227,333 | 70% | 1,561,599 | 79% |

Section 2 Financial Results

2.1 - Budget Summary Report as at

% of year passed

28 February 2022

67%

Operating Income

| Description | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Budget | % YTD Actuals of YTD Budget |
|------------------------------------|--------------------------|-------------------|--------------------------------|-------------------|-----------------------------|
| Infrastructure | | | | | |
| Civic Centre | 105,000 | 97,572 | 93% | 70,000 | 139% |
| Driver Resource Centre | 0 | 1,909 | 0.00% | 0 | 0.00% |
| Director Infrastructure | 3,000 | 7,086 | 236% | 2,000 | 354% |
| Private Works | 35,070 | 26,995 | 77% | 23,378 | 115% |
| Recreation Centre | 0 | 364 | 0.00% | 0 | 0.00% |
| Roads & Transport | 1,094,905 | 459,627 | 42% | 320,535 | 143% |
| Subdivisional Works | 68,400 | 59,187 | 87% | 45,602 | 130% |
| Waste Management | 6,801,273 | 6,874,342 | 101% | 6,801,273 | 101% |
| Odegaard Drive Investment Property | 446,160 | 297,440 | 67% | 297,440 | 100% |
| Infrastructure | 8,553,808 | 7,824,521 | 91% | 7,560,228 | 103% |
| | 34,435,355 | 31,400,328 | 91% | 32,500,122 | 97% |

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

2.1 - Budget Summary Report as at 28 February 2022
% of year passed 67%

Operating Expenditure

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Committed \$ | % Committed of Annual Budget | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|--------------------------------------|--------------------------------|-------------------|--------------------------------------|---------------------|------------------------------------|------------------------------|---|-------------------|--------------------------------|
| Office of the Chief Executive | | | | | | | | | |
| Elected Members | -541,081 | -516,432 | 95% | -379 | 0% | -516,811 | 96% | -397,612 | 130% |
| Office of the CEO | -932,845 | -476,927 | 51% | -37,534 | 4% | -514,461 | 55% | -649,537 | 73% |
| Office of the Chief Executive | -1,473,926 | -993,359 | 67% | -37,913 | 3% | -1,031,272 | 70% | -1,047,149 | 95% |
| Finance & Governance | | | | | | | | | |
| Director Finance & Governance | -387,728 | -287,341 | 74% | -866 | 0% | -288,207 | 74% | -251,723 | 114% |
| Records Management | -252,201 | -173,405 | 69% | -18,495 | 7% | -191,900 | 76% | -164,796 | 105% |
| Financial Services | -11,665,541 | -7,886,814 | 68% | -114,264 | 1% | -8,001,078 | 69% | -7,686,033 | 103% |
| Rates | -290,188 | -171,478 | 59% | -576 | 0% | -172,054 | 59% | -284,960 | 60% |
| Governance | -1,250,379 | -943,477 | 75% | -15,500 | 1% | -958,977 | 77% | -1,071,812 | 88% |
| Finance & Governance | -13,846,037 | -9,462,515 | 68% | -149,701 | 1% | -9,612,216 | 69% | -9,459,325 | 100% |
| Community & Culture | | | | | | | | | |
| Arts & Culture | -86,000 | -32,619 | 38% | -35,328 | 41% | -67,947 | 79% | -57,100 | 57% |
| Community Development | -1,252,109 | -617,636 | 49% | -10,218 | 1% | -627,854 | 50% | -859,683 | 72% |
| Diversity and Inclusion Activities | -3,000 | 0 | 0% | 0 | 0% | 0 | 0% | -2,000 | 0% |
| Events Promotion | -496,435 | -316,934 | 64% | -11,941 | 2% | -328,875 | 66% | -274,935 | 115% |
| Families & Children | -46,500 | -12,147 | 26% | -16,558 | 36% | -28,705 | 62% | -17,332 | 70% |
| Health and Wellbeing Services | -36,500 | -15,905 | 44% | -3,482 | 10% | -19,387 | 53% | -22,668 | 70% |
| Library Services | -1,735,003 | -1,050,631 | 61% | -67,126 | 4% | -1,117,757 | 64% | -1,167,502 | 90% |
| Senior Citizens | -6,500 | -5,080 | 78% | 0 | 0% | -5,080 | 78% | -6,500 | 78% |
| Youth Services | -403,708 | -333,609 | 83% | -15,138 | 4% | -348,747 | 86% | -380,876 | 88% |
| Director Community & Culture | -553,851 | -347,181 | 63% | -8,870 | 2% | -356,051 | 64% | -367,594 | 94% |
| Safe Communities | -28,000 | -16,245 | 58% | 0 | 0% | -16,245 | 58% | -18,672 | 87% |
| Customer Experience | -422,331 | -228,970 | 54% | 0 | 0% | -228,970 | 54% | -280,305 | 82% |
| People | -759,819 | -546,343 | 72% | -45,902 | 6% | -592,244 | 78% | -490,543 | 111% |
| Public Relations and Communications | -776,469 | -485,803 | 63% | -28,355 | 4% | -514,158 | 66% | -513,536 | 95% |
| Animal Management | -160,606 | -126,016 | 78% | -36,830 | 23% | -162,846 | 101% | -105,404 | 120% |
| Parking & Other Ranger Services | -1,031,181 | -603,455 | 59% | -1,598 | 0% | -605,053 | 59% | -705,638 | 86% |
| Community & Culture | -7,798,012 | -4,738,574 | 61% | -281,345 | 4% | -5,019,918 | 64% | -5,270,289 | 90% |

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

2.1 - Budget Summary Report as at

28 February 2022

% of year passed

67%

Operating Expenditure

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Committed \$ | % Committed of Annual Budget | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|------------------------------------|--------------------------------|--------------------|--------------------------------------|---------------------|------------------------------------|------------------------------|---|--------------------|--------------------------------|
| Infrastructure | | | | | | | | | |
| Information Technology | -1,362,463 | -939,849 | 69% | -108,811 | 8% | -1,048,660 | 77% | -969,672 | 97% |
| Aquatic Centre | -719,270 | -440,948 | 61% | -166,174 | 23% | -607,122 | 84% | -480,425 | 92% |
| Archer Sports Club | -183 | -105 | 57% | 0 | 0% | -105 | 57% | -123 | 85% |
| Civic Centre | -413,517 | -225,841 | 55% | -45,936 | 11% | -271,776 | 66% | -276,375 | 82% |
| Depot | -81,215 | -43,737 | 54% | -12,249 | 15% | -55,985 | 69% | -54,592 | 80% |
| Driver Resource Centre | -19,244 | -10,929 | 57% | -1,900 | 10% | -12,829 | 67% | -13,332 | 82% |
| Emergency Operations | -23,000 | -6,454 | 28% | -455 | 2% | -6,909 | 30% | -23,000 | 28% |
| Gray Community Hall | -42,712 | -2,128 | 5% | -348 | 1% | -2,476 | 6% | -28,690 | 7% |
| Director Infrastructure | -741,916 | -351,613 | 47% | -13,574 | 2% | -365,188 | 49% | -504,854 | 70% |
| Open Space | -5,221,440 | -2,616,473 | 50% | -488,716 | 9% | -3,105,190 | 59% | -3,475,105 | 75% |
| Private Works | -96,346 | -27,667 | 29% | 0 | 0% | -27,667 | 29% | -64,573 | 43% |
| Recreation Centre | -279,773 | -138,718 | 50% | -60,687 | 22% | -199,405 | 71% | -194,274 | 71% |
| Roads & Transport | -1,487,117 | -720,169 | 48% | -150,140 | 10% | -870,309 | 59% | -934,768 | 77% |
| Stormwater Infrastructure | -160,000 | -66,403 | 42% | -28,694 | 18% | -95,096 | 59% | -120,000 | 55% |
| Street Lighting | -1,028,316 | -609,778 | 59% | -41,735 | 4% | -651,513 | 63% | -640,994 | 95% |
| Subdivisional Works | -20,000 | -15,552 | 78% | 0 | 0% | -15,552 | 78% | -20,000 | 78% |
| Waste Management | -6,463,124 | -3,988,576 | 62% | -584,727 | 9% | -4,573,303 | 71% | -4,359,349 | 91% |
| Odegaard Drive Investment Property | -136,427 | -89,329 | 65% | -925 | 1% | -90,254 | 66% | -93,008 | 96% |
| Durack Heights Community Centre | -29,785 | -13,748 | 46% | -15,420 | 52% | -29,169 | 98% | -20,137 | 68% |
| CBD Car Parking | -60,600 | -33,750 | 56% | -25,900 | 43% | -59,650 | 98% | -33,736 | 100% |
| Goyder Square | -59,000 | -35,536 | 60% | -8,251 | 14% | -43,787 | 74% | -44,526 | 80% |
| Infrastructure | -18,445,448 | -10,377,303 | 56% | -1,754,641 | 10% | -12,131,945 | 66% | -12,351,532 | 84% |
| | -41,563,423 | -25,571,751 | 62% | -2,223,600 | 5% | -27,795,351 | 67% | -28,128,295 | 91% |

Section 2 Financial Results

2.1 - Budget Summary Report as at % of year passed

28 February 2022
67%

Capital Income

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Budget | % YTD Actuals of YTD Budget |
|--------------------------------------|-----------------------------|----------------|--------------------------------------|----------------|--------------------------------|
| Office of the Chief Executive | | | | | |
| Office of the CEO | 500,000 | 500,000 | 100% | 459,000 | 109% |
| Office of the Chief Executive | 500,000 | 500,000 | 100% | 459,000 | 109% |
| Finance & Governance | | | | | |
| Financial Services | 50,000 | 196,182 | 392% | 50,000 | 392% |
| Finance & Governance | 50,000 | 196,182 | 392% | 50,000 | 392% |
| Community & Culture | | | | | |
| Library Services | 44,219 | 0 | 0% | 44,219 | 0% |
| Animal Management | 0 | 110,300 | 0.00% | 0 | 0.00% |
| Community & Culture | 44,219 | 110,300 | 249% | 44,219 | 249% |

Section 2 Financial Results

2.1 - Budget Summary Report as at % of year passed

28 February 2022
67%

Capital Income

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Budget | % YTD Actuals of YTD Budget |
|-------------------------|-----------------------------|------------------|--------------------------------------|-------------------|--------------------------------|
| Infrastructure | | | | | |
| Aquatic Centre | 5,120,000 | 0 | 0% | -5,880,000 | 0% |
| Civic Centre | 173,625 | 0 | 0% | 173,625 | 0% |
| Gray Community Hall | 1,310,779 | 582,000 | 44% | 1,310,779 | 44% |
| Director Infrastructure | 1,950,000 | 0 | 0% | -177,000 | 0% |
| Open Space | 836,106 | 0 | 0% | 606,106 | 0% |
| Roads & Transport | 1,194,485 | 0 | 0% | -17,827 | 0% |
| Subdivisional Works | 288,750 | 39,240 | 14% | 288,750 | 14% |
| Waste Management | 400,000 | 0 | 0% | 72,000 | 0% |
| Infrastructure | 11,273,745 | 621,240 | 6% | -3,623,567 | -17% |
| Less Borrowings | | | | | |
| Loan | 1,000,000 | 0 | 0% | 1,000,000 | 0% |
| | 10,867,964 | 1,427,722 | 13.14% | -4,070,348 | -35.08% |

Section 2

Financial Results

2.1 - Budget Summary Report as at 28 February 2022

% of year passed

67%

Capital Expenditure

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | YTD Committed \$ | % Committed of Annual Budget | YTD Actual + Committed \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|--------------------------------------|--------------------------|-------------------|--------------------------------------|---------------------|------------------------------------|------------------------------|---|-----------------|--------------------------------|
| Office of the Chief Executive | | | | | | | | | |
| Finance & Governance | | | | | | | | | |
| Financial Services | -452,499 | -241,725 | 53% | -182,411 | 40% | -424,136 | 93.73% | -184,999 | 131% |
| Finance & Governance | -452,499 | -241,725 | 53% | -182,411 | 40% | -424,136 | 94% | -184,999 | 131% |
| Community & Culture | | | | | | | | | |
| Library Services | -369,710 | -183,270 | 50% | -188,064 | 51% | -371,334 | 100.44% | -211,761 | 87% |
| Director Community & Culture | -193,800 | -27,995 | 14% | -30,549 | 16% | -58,544 | 30.21% | -49,000 | 57% |
| Community & Culture | -563,510 | -211,265 | 37% | -218,613 | 39% | -429,878 | 76% | -260,761 | 81% |
| Infrastructure | | | | | | | | | |
| Information Technology | -1,670,000 | -410,984 | 25% | -1,222,854 | 73% | -1,633,838 | 98% | -1,487,000 | 28% |
| Aquatic Centre | -5,220,000 | -190,837 | 4% | -11,402 | 0% | -202,239 | 3.87% | 7,370,000 | -3% |
| Civic Centre | -465,835 | -112,330 | 24% | -19,160 | 4% | -131,490 | 28.23% | -164,594 | 68% |
| Depot | -14,400 | 0 | 0% | 0 | 0% | 0 | 0.00% | 0 | 0.00% |
| Driver Resource Centre | -10,000 | 0 | 0% | 0 | 0% | 0 | 0.00% | -5,000 | 0% |
| Gray Community Hall | -1,687,986 | -1,543,624 | 91% | -132,763 | 8% | -1,676,387 | 99.31% | -1,653,793 | 93% |
| Director Infrastructure | -1,223,146 | -507,589 | 41% | -10,416 | 1% | -518,005 | 42.35% | -205,453 | 247% |
| Open Space | -3,083,255 | -1,501,982 | 49% | -275,207 | 9% | -1,777,190 | 57.64% | -1,863,342 | 81% |
| Recreation Centre | -159,982 | -38,329 | 24% | -19,021 | 12% | -57,350 | 35.85% | -28,244 | 136% |
| Roads & Transport | -3,620,590 | -538,363 | 15% | -201,900 | 6% | -740,263 | 20.45% | -572,784 | 94% |
| Stormwater Infrastructure | -150,000 | -13,747 | 9% | -6,000 | 4% | -19,747 | 13.16% | -10,000 | 137% |
| Street Lighting | -790,000 | -296,621 | 38% | -214,470 | 27% | -511,092 | 64.70% | -605,900 | 49% |
| Subdivisional Works | -300,000 | -136,254 | 45% | -49,222 | 16% | -185,476 | 61.83% | -212,000 | 64% |
| Waste Management | -1,100,000 | -91,713 | 8% | -31,871 | 3% | -123,584 | 11.23% | -210,000 | 44% |
| Durack Heights Community Centre | -28,271 | -17,507 | 62% | -2,870 | 10% | -20,377 | 72.08% | -28,271 | 62% |
| Infrastructure | -19,523,465 | -5,399,880 | 28% | -2,197,156 | 11% | -7,597,036 | 39% | 323,620 | -1669% |
| | -20,539,474 | -5,852,870 | 28% | -2,598,180 | 13% | -8,451,050 | 41% | -122,140 | 4792% |
| | | | | | | | | | |
| | | | | | | | | | |

Section 2
Financial Results
2.2 Reserves Schedule

| | Balance | TO RESERVES | | | | FROM RESERVES | | | | Balance |
|---|-------------------|------------------|----------------|---------------|---------------|------------------|------------------|---------------|---------------|-------------------|
| | as at | Original | Budget Reviews | | | Original | Budget Review | | | as at |
| | 1/07/2021 | Budget \$ | 1st Review \$ | 2nd Review \$ | 3rd Review \$ | Budget \$ | 1st Review \$ | 2nd Review \$ | 3rd Review \$ | 30/06/2022 |
| Externally Restricted Reserves | | | | | | | | | | |
| Unexpended Grants Reserve | 212,956 | 250,000 | 0 | 0 | 0 | 360,693 | 411,889 | 0 | 0 | -309,626 |
| | 212,956 | 250,000 | 0 | 0 | 0 | 360,693 | 411,889 | 0 | 0 | -309,626 |
| Internally Restricted Reserves | | | | | | | | | | |
| Election Expenses Reserve | 150,000 | 0 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 0 |
| Disaster Recovery Reserve | 500,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500,000 |
| Unexpended Capital Works Reserve | 4,589,920 | 0 | 0 | 0 | 0 | 0 | 4,589,920 | 0 | 0 | 0 |
| Developer Funds In Lieu Of Construction | 2,060,939 | 515,316 | 0 | 0 | 0 | 300,000 | 0 | 0 | 0 | 2,276,255 |
| Waste Management Reserve | 3,143,682 | 0 | 0 | 0 | 0 | 700,000 | 0 | 10,000 | 0 | 2,433,682 |
| Asset Renewal Reserve | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Major Initiatives Reserve | 614,949 | 0 | 180,974 | 0 | 0 | 0 | 0 | 0 | 0 | 795,923 |
| | 11,059,490 | 515,316 | 180,974 | 0 | 0 | 1,150,000 | 4,589,920 | 10,000 | 0 | 6,005,860 |
| Unrestricted Reserves | | | | | | | | | | |
| Working Capital Reserve | 7,580,915 | 500,000 | 0 | 0 | 0 | 100,000 | 250,000 | 0 | 0 | 7,730,915 |
| | 7,580,915 | 500,000 | 0 | 0 | 0 | 100,000 | 250,000 | 0 | 0 | 7,730,915 |
| Total Reserve Funds* | 18,853,360 | 1,265,316 | 180,974 | 0 | 0 | 1,610,693 | 5,251,809 | 10,000 | 0 | 13,427,148 |



8/3/2022

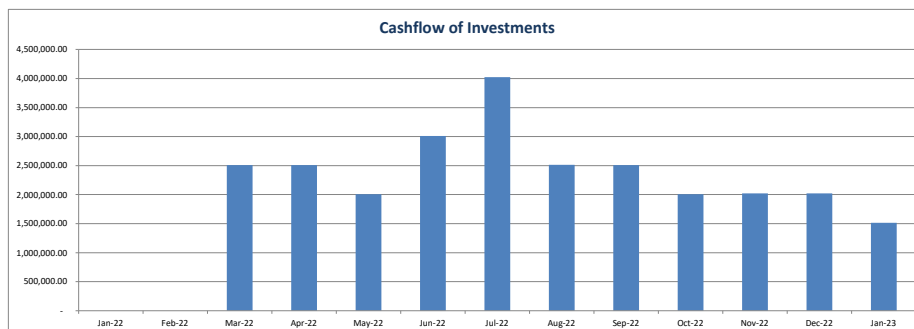
Approved by: Finance Manager

Section 2 Financial Results

2.3 Investments Management Report

INVESTMENTS REPORT TO COUNCIL AS AT 28/02/2022

| 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 | 0.35% | April 20, 2022 | 51 | | |
| AMP | S&P A2 | \$ 1,500,000.00 | 0.75% | July 6, 2022 | 128 | | |
| AMP | S&P A2 | \$ 1,500,000.00 | 0.80% | August 24, 2022 | 177 | | |
| AMP | S&P A2 | \$ 1,000,000.00 | 1.00% | November 23, 2022 | 268 | | |
| AMP | S&P A2 | \$ 1,000,000.00 | 1.00% | December 21, 2022 | 296 | | |
| AMP | S&P A2 | \$ 1,000,000.00 | 1.10% | January 25, 2023 | 331 | | |
| AMP | S&P A2 | \$ 1,000,000.00 | 1.10% | February 8, 2023 | 345 | | |
| AMP | S&P A2 | \$ 1,000,000.00 | 1.10% | February 22, 2023 | 359 | \$ 9,500,000.00 | 32.18% |
| Bank of Queensland | S&P A2 | \$ 1,508,788.36 | 0.41% | July 13, 2022 | 135 | \$ 1,508,788.36 | 5.11% |
| Members Equity Bank | S&P A2 | \$ 1,000,000.00 | 0.45% | March 23, 2022 | 23 | | |
| Members Equity Bank | S&P A2 | \$ 1,000,000.00 | 0.45% | April 6, 2022 | 37 | | |
| Members Equity Bank | S&P A2 | \$ 1,000,294.52 | 0.47% | June 29, 2022 | 121 | | |
| Members Equity Bank | S&P A2 | \$ 1,500,000.00 | 0.43% | September 7, 2022 | 191 | | |
| Members Equity Bank | S&P A2 | \$ 1,000,000.00 | 0.42% | October 5, 2022 | 219 | | |
| Members Equity Bank | S&P A2 | \$ 1,001,687.67 | 0.67% | December 8, 2022 | 283 | \$ 6,501,982.19 | 22.03% |
| Macquarie Bank Limited | S&P A1 | \$ 1,000,000.00 | 0.40% | September 21, 2022 | 205 | | |
| Macquarie Bank Limited | S&P A1 | \$ 1,000,000.00 | 0.40% | October 19, 2022 | 233 | | |
| Macquarie Bank Limited | S&P A1 | \$ 1,003,643.84 | 0.50% | November 9, 2022 | 254 | \$ 3,003,643.84 | 10.18% |
| National Australia Bank | S&P A1+ | \$ 1,500,000.00 | 0.33% | March 9, 2022 | 9 | | |
| National Australia Bank | S&P A1+ | \$ 1,000,000.00 | 0.32% | May 4, 2022 | 65 | | |
| National Australia Bank | S&P A1+ | \$ 1,000,000.00 | 0.32% | May 18, 2022 | 79 | | |
| National Australia Bank | S&P A1+ | \$ 1,000,000.00 | 0.32% | June 1, 2022 | 93 | | |
| National Australia Bank | S&P A1+ | \$ 1,000,000.00 | 0.33% | June 15, 2022 | 107 | | |
| National Australia Bank | S&P A1+ | \$ 1,503,498.08 | 0.69% | January 11, 2023 | 317 | \$ 7,003,498.08 | 23.73% |
| Commonwealth Bank of Australia | S&P A1+ | \$ 1,000,000.00 | 0.41% | July 27, 2022 | 149 | | |
| Commonwealth Bank of Australia | S&P A1+ | \$ 1,000,000.00 | 0.41% | August 10, 2022 | 163 | \$ 2,000,000.00 | 6.78% |
| TOTAL SHORT TERM INVESTMENT | | \$ 29,517,919.26 | | Average Days to Maturity | 178 | | 100.00% |
| % OF TOTAL INVESTMENT PORTFOLIO | A1 & A1+ (max 100%) | 40.7% | A2 (max 60%) | 27.1% | A3 (max 40%) | 0% | 68% |
| Weighted Average Rate | | 0.46% | BBSW 90 Day Rate Benchmark | | 0.0677% | | |
| GENERAL BANK FUNDS | | \$ 4,239,972.66 | Total Year To Date Budget Investment | | -\$ 66,666.64 | | |
| TOTAL ALL FUNDS | | \$ 33,757,891.92 | Total Year to Date Investment Earnings | | -\$ 95,550.21 | | |



PROPERTY INVESTMENT

| PROPERTY ADDRESS | VALUATION BASIS | VALUE | INCOME YTD | EXPENSE YTD | NET PROFIT YTD | COMPARATIVE YTD YIELD AT CASH RATE OF 1% |
|-----------------------------|-----------------|--------------|------------|-------------|----------------|--|
| 48 Odegaard Drive, Rosebery | Fair Value | \$ 5,400,000 | \$ 297,440 | \$ 47,050 | \$ 250,390 | 35,951 |

[Signature]

8/3/2022

Approved by: Finance Manager

Section 2 Financial Results 28 February 2022

2.4 Debtor Control Accounts

| SUNDRY DEBTORS: | | | | | | | |
|---|----------------------|---------------------------------|---------------------------|----------------------|----------------------|----------------------|----------------------|
| | BALANCE | CURRENT | 30 DAYS | 60 DAYS | 90 DAYS | OVER 90 DAYS | |
| | 32,010.56 | 3,750.00 | 1,305.00 | 10,000.00 | 5,033.60 | 11,921.86 | |
| | 100.00% | 11.71% | 35.39% | 17.81% | 0.00% | 37.24% | |
| RATES: | | | | | | | |
| REPORT MONTH | OVERDUE \$ | Payments Received in Advance \$ | OVERDUE % OF RATES INCOME | | | | |
| Feb-22 | \$2,101,473 | \$696,864 | 6.69% | | | | |
| Feb-21 | \$1,247,092 | | 4.07% | | | | |
| 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 |
| Overdue Amount | \$1,257,265 | \$458,191 | \$205,324 | \$116,495 | \$43,073 | \$14,842 | \$6,283 |
| Cumulative Number Of Properties | 2551 | 367 | 136 | 71 | 33 | 13 | 5 |
| The overdue amount for 2021/22 is the September Rates plus interest charged on overdue rates and waste charges from prior years | | | | | | | |
| INFRINGEMENTS: | | | | | | | |
| | | | 2021/22 | 2020/21 | 2019/20 | 2018/19 | |
| Animal Infringements | | 23,273 | 16,228 | 6,595 | 450 | 0 | |
| Public Places | | 1,215 | 1,080 | 135 | 0 | 0 | |
| Parking Infringments | | 6,915 | 3,600 | 580 | 2,695 | 40 | |
| Litter Infringements | | 0 | 0 | 0 | 0 | 0 | |
| Signs | | 0 | 0 | 0 | 0 | 0 | |
| Other Law and Order | | 0 | 0 | 0 | 0 | 0 | |
| Net Balance on Infringement Debts | | 31,403.00 | 20,908.00 | 7,310.00 | 3,145.00 | 40.00 | |
| | | 100.00% | 66.58% | 23.28% | 10.01% | 0.13% | |
| Nmber of Infringments | | 338.00 | 203.00 | 60.00 | 74.00 | 1.00 | |



8/3/2022

Approved by: Finance Manager

Section 2

Financial Results

2.5 - Financial Indicators

| | Target | 2022 | 2021 | 2020 | 2019 |
|---|-----------|---------|---------|---------|--------|
| Operating Surplus Ratio | | | | | |
| Total Operating Surplus/Deficit | > 0.00% | -20.70% | -23.09% | -18.67% | 25.50% |
| Total Operating Income | | | | | |
| This indicator shows the extent to which operational expenses are covered by operational income, and if in surplus, how much is available to use for other purposes such as capital expenses. This has been calculated from the forecast budget. | | | | | |
| Debt Service Ratio (External Loans) | | | | | |
| EBITDA | > 2 | 12.83 | 10.23 | 15.94 | 0.00 |
| Net Debt Service Cost | | | | | |
| This ratio measures the availability of cash to service debt including interest, principal, and lease payments. Council's Net debt service ratio shows Council's debts (Annual principal repayment + interest) in relation to Council's Net income before Tax & Interest. | | | | | |
| Rate Coverage Percentage | | | | | |
| Rate Revenues | 60% - 75% | 65.85% | 67.15% | 66.30% | 65.44% |
| Total Revenues | | | | | |
| This indicator shows the percentage of total revenue raised through rates income. | | | | | |
| Rates & Annual Charges Outstanding Percentage | | | | | |
| Rates & Annual Charges Outstanding | <5% | 6.69% | 11.28% | 33.14% | 23.77% |
| Rates & Annual Charges Collectible(Levied) | | | | | |
| 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 | February 2022 |
|--------|---|------------------------------|---------------|
| | Creditor Name | Creditor Payment Type | Amount \$ |
| 4256 | AMP Bank | Investment | 2,000,000.00 |
| V03451 | M&J Builders Pty Ltd | General Creditors | 616,814.24 |
| 639 | Cleanaway Pty Ltd. | General Creditors | 217,962.36 |
| 549 | City of Darwin | General Creditors | 203,106.24 |
| V01904 | Veolia Environmental Service (Australia) Pty Ltd | General Creditors | 199,276.48 |
| 2 | Australian Taxation Office - PAYG | General Creditors | 169,165.29 |
| 54 | Powerwater | Utilities | 116,261.28 |
| 53 | Eggins Electrical | General Creditors | 93,719.05 |
| V01755 | Liquid Blu Pty Ltd | General Creditors | 87,063.63 |
| V03073 | Programmed Property Services | General Creditors | 84,204.40 |
| 5104 | JLM Contracting Services Pty Ltd | General Creditors | 83,186.47 |
| V00318 | StatewideSuper Clearing House | Superannuation | 74,691.07 |
| 1607 | Sterling NT Pty Ltd | General Creditors | 67,439.92 |
| V01982 | Signify Innovations Australia Pty Ltd | General Creditors | 47,685.00 |
| 3936 | Arafura Tree Services and Consulting | General Creditors | 42,999.00 |
| V03556 | Belgravia Health & Leisure Group Pty Ltd | General Creditors | 42,636.37 |
| 5615 | EcOz Environmental Consulting | General Creditors | 41,822.55 |
| V01860 | Hays Specialist Recruitment (Australia) Pty Ltd | General Creditors | 41,517.12 |
| V00368 | iWater NT Pty Ltd | General Creditors | 32,232.75 |
| V00295 | Jacana Energy | Utilities | 31,984.72 |
| V00773 | Akron Group NT Pty Ltd | General Creditors | 28,576.08 |
| 3683 | Area9 IT Solutions | General Creditors | 28,349.13 |
| 2587 | Top End RACE | General Creditors | 27,973.55 |
| V01991 | Various Creditors | Refunds & Reimbursements | 25,925.29 |
| V02312 | Harris Kmon Solutions Pty Ltd | General Creditors | 25,850.00 |
| 3880 | PAWS Darwin Limited | General Creditors | 23,880.32 |
| 87 | Industrial Power Sweeping Services Pty | General Creditors | 23,227.66 |
| V01913 | OrangeTek | General Creditors | 23,100.00 |
| 3787 | Total Event Services T/A Top End Sounds P/L | General Creditors | 20,364.30 |
| V03758 | Higgins Coatings | General Creditors | 20,339.00 |
| 938 | Nightcliff Electrical | General Creditors | 16,795.64 |
| V01958 | Ross Kourounis T/A Rossi Architects | General Creditors | 15,950.00 |
| V03767 | WRM Water & Environment Pty Ltd | General Creditors | 15,295.50 |
| 5315 | Adamant Property Services Pty Ltd | General Creditors | 15,008.69 |
| V01486 | Brainium Labs Pty Ltd | General Creditors | 14,450.00 |
| 47 | Telstra Corporation Ltd | General Creditors | 14,419.29 |
| V03625 | Red Appointments NT Pty Ltd | General Creditors | 13,447.78 |
| 5 | Australia Post | General Creditors | 12,919.90 |
| V01612 | News Corp Australia | General Creditors | 12,541.72 |
| V02162 | RMI Security - Conigrave Pty Ltd | General Creditors | 11,437.10 |
| V00599 | Athina Pascoe-Bell | Elected Members | 11,221.73 |
| V03036 | Azility | General Creditors | 11,000.00 |
| 5651 | Minter Ellison Lawyers | General Creditors | 10,549.40 |
| 4221 | Institute of Public Works Engineering - IPWEA | General Creditors | 9,680.00 |
| V01528 | JKW Law Practice Pty Ltd | General Creditors | 9,091.50 |
| V01663 | Jape Furnishing Superstore | General Creditors | 9,020.00 |
| 2965 | KIK FM Pty Ltd | General Creditors | 8,485.00 |
| V03176 | FUJIFILM Business Innovation Australia Pty Ltd | General Creditors | 8,239.00 |
| V01664 | BCA Engineers Pty Ltd | General Creditors | 8,085.00 |
| 5672 | SRA Information Technology Pty Ltd | General Creditors | 7,920.00 |
| 4007 | The Ark Animal Hospital Pty Ltd | General Creditors | 6,994.06 |
| V01584 | Salary Packaging Australia | General Creditors | 6,796.12 |
| V03425 | CSS Services Pty Ltd ITF Corporate Strategic System | General Creditors | 6,443.25 |
| 5508 | Open Systems Technology Pty Ltd - CouncilFirst | General Creditors | 6,415.53 |
| 4963 | Centratech Systems Pty Ltd | General Creditors | 6,398.37 |
| 5272 | Greville Fabrication Pty Ltd | General Creditors | 5,721.21 |
| 26 | Viva Energy Australia Pty Ltd | General Creditors | 5,500.99 |
| V02277 | Mowbray Investments Pty Ltd - On The Menu Catering | General Creditors | 5,237.25 |

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid February 2022

| | Creditor Name | Creditor Payment Type | Amount \$ |
|--------|--|-----------------------|-----------|
| 184 | Clouston Associates | General Creditors | 5,049.00 |
| V01570 | Sarah Louise Henderson | Elected Members | 4,898.33 |
| 2394 | Pola Seal Pty Ltd | General Creditors | 4,415.00 |
| V02038 | Michael Maher - S.L.M | General Creditors | 4,056.80 |
| V03707 | Dash Media Pty Limited | General Creditors | 3,960.00 |
| V02025 | Event Hospitality & Entertainment | General Creditors | 3,897.50 |
| V01569 | Benjamin Giesecke | Elected Members | 3,847.86 |
| 256 | The Bookshop Darwin | General Creditors | 3,804.47 |
| V02980 | V Lambda Pty Ltd | General Creditors | 3,734.50 |
| 4561 | Bendesigns | General Creditors | 3,407.80 |
| V03394 | Larrikin Interactive Pty Ltd | General Creditors | 3,400.00 |
| 2977 | Optic Security Group NT | General Creditors | 3,190.79 |
| V02563 | Amcom Pty Ltd Acc no 68842 | General Creditors | 3,165.84 |
| V00711 | Line Marking NT Pty Ltd | General Creditors | 3,066.80 |
| 4737 | D & L Plumbing & Gasfitting | General Creditors | 3,025.00 |
| 2064 | Larrakia Nation Aboriginal Corporation | General Creditors | 2,900.00 |
| V00193 | Amcom Pty Ltd Acc no CN5439 | General Creditors | 2,733.50 |
| V01609 | NT Recycling Solutions Pty Ltd - (NTRS) | General Creditors | 2,491.50 |
| 3313 | Zip Print | General Creditors | 2,447.50 |
| V01143 | Channel Nine Darwin (Territory Television Pty Ltd) | General Creditors | 2,361.70 |
| V03727 | Fleet Choice NT | General Creditors | 2,318.00 |
| 5031 | All Aspects Recruitment & HR Services | General Creditors | 2,152.82 |
| V01537 | Ben's Tree Service Pty Ltd | General Creditors | 2,090.00 |
| 2199 | SBA Office National | General Creditors | 2,078.39 |
| 4482 | Harvey Norman AV/IT Superstore Darwin | General Creditors | 2,073.00 |
| V02306 | Well Done International Pty Ltd | General Creditors | 2,062.72 |
| 3099 | Iron Mountain Australia Pty Ltd | General Creditors | 1,976.80 |
| V03648 | Mark Fraser | Elected Members | 1,917.27 |
| V01572 | Lucy Morrison | Elected Members | 1,895.05 |
| V01573 | Amber Garden | Elected Members | 1,895.05 |
| V01579 | Damian Hale | Elected Members | 1,895.05 |
| V01009 | Australian Parking and Revenue Control Pty Limited | General Creditors | 1,815.00 |
| V00343 | MAGIQ Software Ltd. T/A - NCS Chameleon Ltd | General Creditors | 1,787.50 |
| 337 | Mirrors Robes & Showerscreens Pty Ltd | General Creditors | 1,765.00 |
| V00250 | Ward Keller | General Creditors | 1,655.50 |
| V01936 | Arjays Sales & Services Pty Ltd | General Creditors | 1,643.34 |
| V00475 | Outback Batteries | General Creditors | 1,643.00 |
| V03214 | Russell Kennedy | General Creditors | 1,615.35 |
| 4730 | Sign City (NT) Pty Ltd | General Creditors | 1,567.50 |
| V01420 | CENTRELINK (PAYROLL) | General Creditors | 1,552.06 |
| V03651 | Danielle Eveleigh: (Main Account - BankSA) | Elected Members | 1,517.27 |
| V00399 | Palmerston & Regional Basketball Assoc (PARBA) | General Creditors | 1,505.00 |
| V03290 | HR Publications Pty Ltd | General Creditors | 1,499.00 |
| 5417 | Institute of Public Works Engineering | General Creditors | 1,430.00 |
| 5410 | Majestix Media Pty Ltd | General Creditors | 1,320.00 |
| V02595 | Herron Todd White (Nothorn Territory) Pty Ltd | General Creditors | 1,320.00 |
| V03792 | Lawn Support | General Creditors | 1,320.00 |
| V03795 | Sara Storer Pty Ltd | General Creditors | 1,320.00 |
| V01850 | Sam Eyles Refrigeration and Air Conditioning P/L | General Creditors | 1,315.59 |
| 4660 | Assetic Australia Pty Ltd | General Creditors | 1,292.50 |
| V01445 | Multiprop Pty Ltd | General Creditors | 1,270.00 |
| V03827 | Signature Homes NT Pty Ltd | General Creditors | 1,260.00 |
| V00921 | Natalie Sprite | General Creditors | 1,260.00 |
| V00682 | Leigh Dyson Plumbing | General Creditors | 1,250.70 |
| V03596 | Zesty Productions | General Creditors | 1,250.00 |
| 4065 | Southern Cross Protection Pty Ltd | General Creditors | 1,249.29 |
| V03035 | Darwin Mobile Detailers | General Creditors | 1,240.00 |
| V03313 | Crom Pty Ltd T/as Dig Hard Excavations | General Creditors | 1,144.00 |

SECTION 2

Financial Results

| | | 2.6 - Creditor Accounts Paid | February 2022 |
|---------------|---|--|---------------|
| Creditor Name | Creditor Payment Type | Amount \$ | |
| V01619 | Merit Partners Pty Ltd | General Creditors | 1,133.00 |
| 2238 | Hollands Print Solutions Pty Ltd | General Creditors | 1,120.00 |
| 913 | Tyre and Auto Pty Ltd t/as mycar | General Creditors | 1,015.55 |
| V02167 | Sanity Music Stores Pty Ltd | General Creditors | 885.78 |
| 5357 | Amiable Communications - Amy | General Creditors | 880.00 |
| 5036 | Dormakaba Aust P/L T/as Territory Door Services | General Creditors | 869.00 |
| V03292 | Blume Designs | General Creditors | 864.00 |
| V00271 | NTIT (Fuji Xerox Business Centre NT) | General Creditors | 840.35 |
| V00542 | Industry Health Solutions | General Creditors | 836.00 |
| 4679 | iSentia Pty Ltd | General Creditors | 833.80 |
| V01810 | Jacana Energy - Payroll Deductions | General Creditors | 830.00 |
| V01760 | NT Art Storms | General Creditors | 816.00 |
| V01277 | Express Studios | General Creditors | 800.00 |
| V03557 | Global Headquarters Pty Ltd | General Creditors | 770.00 |
| V03794 | Dial Before You Dig SA NT Inc | General Creditors | 759.00 |
| V02332 | Bellridge Pty Limited | General Creditors | 706.30 |
| V01831 | Jeanneen McLennan | General Creditors | 700.00 |
| V01906 | Darwin Automotive Pty Ltd (Darwin Motor Group) | General Creditors | 700.00 |
| V03741 | Two Left Feet Music | General Creditors | 700.00 |
| V01812 | C R Campbell - Electrical and Data Contractors | General Creditors | 693.00 |
| 4398 | Quality Indoor Plants Hire | General Creditors | 676.23 |
| V01879 | Fire and Safety Australia Pty Ltd | General Creditors | 665.00 |
| 30 | Colemans Printing Pty Ltd | General Creditors | 645.70 |
| V01596 | Darwin Honda | General Creditors | 640.90 |
| V01397 | RSPCA Darwin | General Creditors | 572.00 |
| V00730 | Tip Top Circus Entertainment | General Creditors | 560.00 |
| V03274 | Top End Critters | General Creditors | 550.00 |
| 2186 | Optus Billing Services Pty Ltd | General Creditors | 540.00 |
| 35 | WINC Australia Pty Limited | General Creditors | 533.70 |
| 4528 | Miranda's Armed Security Officers Pty | General Creditors | 506.00 |
| V02002 | Zimbabwe Darwin Community Association | Grants, Sponsorships, Donations & Prizes | 500.00 |
| V03348 | Cre8ive Image Pty Ltd | General Creditors | 495.00 |
| V03637 | A J Livingstone Investments Pty Ltd | General Creditors | 495.00 |
| 36 | Darwin Lock & Key | General Creditors | 493.36 |
| 5676 | Royal Wolf Trading Australia Pty Ltd | General Creditors | 468.16 |
| V02015 | Darwin Mazda | General Creditors | 435.10 |
| 617 | Barnyard Trading | General Creditors | 432.30 |
| V03178 | Purple Wax Pty Ltd | General Creditors | 412.50 |
| 399 | St John Ambulance (NT) Incorporated | General Creditors | 410.30 |
| V00246 | Cohera-Tech Pty Ltd | General Creditors | 410.00 |
| V03652 | Danielle Eveleigh (\$400 Only - Bendigo Bank) | Elected Members | 400.00 |
| 2915 | Territory Uniforms | General Creditors | 380.56 |
| V03703 | Kcreativ | General Creditors | 375.00 |
| V03706 | Alfiya Pocock | General Creditors | 350.00 |
| V02599 | Freddy's Car Installations | General Creditors | 330.00 |
| 272 | City Wreckers | General Creditors | 308.00 |
| 5387 | Odd Job Bob - Darren John Fillmore | General Creditors | 306.63 |
| 4508 | News 4 U | General Creditors | 301.10 |
| V03506 | Isabelle Craven | Grants, Sponsorships, Donations & Prizes | 250.00 |
| V00022 | Officeworks | General Creditors | 233.48 |
| 4744 | Sue Little | General Creditors | 200.00 |
| V00939 | Defend Fire Services Pty Ltd | General Creditors | 199.98 |
| V02285 | Territory Native Plants | General Creditors | 192.25 |
| 4914 | CareerSpot Pty Ltd | General Creditors | 188.10 |
| 3504 | Raeco International Pty Ltd | General Creditors | 173.80 |
| 5122 | NT Electrical Group | General Creditors | 165.00 |
| V03798 | Top End Leak Detection | General Creditors | 165.00 |
| V03413 | Howard Springs Veterinary Clinic Pty Ltd | General Creditors | 131.70 |

COUNCIL AGENDA

Attachment 13.2.1.1

SECTION 2

Financial Results

2.6 - Creditor Accounts Paid February 2022

| Creditor Name | Creditor Payment Type | Amount \$ |
|--|--|--------------|
| V00994 Frangipani Farm | General Creditors | 120.00 |
| 5126 Rosebery Primary School | Grants, Sponsorships, Donations & Prizes | 100.00 |
| 112 Beaurepaires | General Creditors | 80.99 |
| V01590 MSKK Pty Ltd T/A Trojon Contractors | General Creditors | 60.00 |
| V01938 Windcave Pty Limited | General Creditors | 49.50 |
| V02545 Amazon Web Services Inc | General Creditors | 2.05 |
| | | 4,989,689.11 |
| Investments | | 2,000,000.00 |
| Percentage of this month's payments made to local suppliers (excludes investments placed) | | 85% |



8/3/2022

Approved by: Manager Finance

SECTION 2

Financial Results

2.7 - Creditor Accounts Outstanding February 2022

| Creditor No. | Creditor Name | Amount \$ |
|--------------|---|------------|
| 30 | Colemans Printing Pty Ltd | 2,530.00 |
| 185 | Bridge Toyota | 528.97 |
| 215 | Employee Assistance Services NT Inc (EASA) | 443.96 |
| 256 | The Bookshop Darwin | 973.39 |
| 2199 | SBA Office National | 201.04 |
| 2977 | Optic Security Group NT | 7,891.79 |
| 3438 | NT Shade & Canvas Pty Ltd | 660.00 |
| 3594 | Comics NT | 923.00 |
| 3648 | Mobile Locksmiths Australia Pty Ltd | 387.00 |
| 3936 | Arafura Tree Services and Consulting | 11,169.40 |
| 4065 | Southern Cross Protection Pty Ltd | 451.73 |
| 4221 | Institute of Public Works Engineering - IPWEA | 1,430.00 |
| 4561 | Bendesigns | 2,401.87 |
| 4679 | iSentia Pty Ltd | 833.80 |
| 5036 | Dormakaba Aust P/L T/as Territory Door Services | 906.51 |
| 5104 | JLM Contracting Services Pty Ltd | 17,059.35 |
| 5272 | Greville Fabrication Pty Ltd | 4,229.50 |
| 5525 | Easyweb Digital Pty Ltd | 14,049.20 |
| 5640 | Think Water - Winnellie & Virginia | (6,989.96) |
| V00157 | McArthur Management Services (Vic) P/L | 6,847.50 |
| V00318 | StatewideSuper Clearing House | 7,567.49 |
| V00368 | iWater NT Pty Ltd | 3,498.00 |
| V00582 | Ezko Property Services (Aust) Pty Ltd | 5,280.00 |
| V00682 | Leigh Dyson Plumbing | 484.00 |
| V00773 | Akron Group NT Pty Ltd | 9,297.26 |
| V01065 | Forever Fitness and Training - (AL & MN Dainty) | 150.00 |
| V01134 | Territory Technology Solutions Pty Ltd | 152.50 |
| V01537 | Ben's Tree Service Pty Ltd | 1,804.00 |
| V01619 | Merit Partners Pty Ltd | 1,019.70 |
| V01789 | Next Energy Lighting Pty Ltd | 5,151.66 |
| V01860 | Hays Specialist Recruitment (Australia) Pty Ltd | 4,858.28 |
| V01936 | Arjays Sales & Services Pty Ltd | 572.00 |
| V01990 | NC Electrical & Air Conditioning Pty Ltd | 459.00 |
| V02167 | Sanity Music Stores Pty Ltd | 85.99 |
| V02306 | Well Done International Pty Ltd | 308.00 |
| V02312 | Harris Kmon Solutions Pty Ltd | 12,980.00 |
| V02364 | Shipping Containers Leasing Pty Ltd | 198.00 |
| V02369 | Maher Raumteen Solicitors | 2,475.00 |
| V02579 | Human Synergistics Pty Ltd | 7,836.00 |
| V03363 | Arccos Consulting Pty Ltd | 4,950.00 |
| V03451 | M&J Builders Pty Ltd | 2,360.16 |
| V03612 | Tickled Pink Catering (Elefteria Nowlan) | 660.00 |
| V03769 | Beatrice Dubach | 50.00 |
| V03780 | James Courtney | 500.00 |
| | | 139,625.09 |

Please note that the Think Water credit relates to a Credit Note issued by Supplier to be offset against future invoices

Please note that with the exception of \$437.00 all creditors are outstanding less than 30 days



8/3/2022

Approved by: Manager Finance

Section 2 Financial Results

2.8 - Waste Charges as at

28 February 2022

Waste Management

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | Commitment \$ | % Committed of Annual Budget | YTD Actuals + Commitments \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|---------------------------------------|--------------------------------|-------------------|--------------------------------------|-----------------|------------------------------------|------------------------------------|---|-------------------|--------------------------------|
| Income | | | | | | | | | |
| Rates & Charges | 6,801,273 | 6,874,342 | 101.07% | 0 | 0.00% | 6,874,342 | 101.07% | 6,801,273 | 101% |
| Capital Grants Received | 400,000 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 72,000 | 0% |
| Income | 7,201,273 | 6,874,342 | 95.46% | 0 | 0.00% | 6,874,342 | 95.46% | 6,873,273 | 100% |
| Operating Expenditure | | | | | | | | | |
| Employee Costs | -640,533 | -427,022 | 66.67% | 0 | 0.00% | -427,022 | 66.67% | -427,022 | 100% |
| Professional Services | -40,000 | -20,693 | 51.73% | -14,970 | 37.43% | -35,663 | 89.16% | -27,222 | 76% |
| Educational Resources | -80,000 | -21,555 | 26.94% | 0 | 0.00% | -21,555 | 26.94% | -53,332 | 40% |
| Grants / Donations/Contributions Paid | -30,000 | -25,286 | 84.29% | 0 | 0.00% | -25,286 | 84.29% | -23,332 | 108% |
| Utilities | -20,000 | -4,386 | 21.93% | 0 | 0.00% | -4,386 | 21.93% | -13,578 | 32% |
| Street Sweeping | -320,000 | -195,325 | 61.04% | -137,828 | 43.07% | -333,153 | 104.11% | -213,336 | 92% |
| Litter Collection | -538,000 | -247,839 | 46.07% | -156,404 | 29.07% | -404,243 | 75.14% | -358,672 | 69% |
| Domestic Bin Collection | -2,146,891 | -1,313,439 | 61.18% | -22,484 | 1.05% | -1,335,923 | 62.23% | -1,420,442 | 92% |
| Kerb Side Collections | -160,000 | -198,838 | 124.27% | -1,320 | 0.82% | -200,158 | 125.10% | -160,000 | 124% |
| Tip Recharge Domestic Bin collection | -858,169 | -594,263 | 69.25% | -95,466 | 11.12% | -689,729 | 80.37% | -572,113 | 104% |
| Transfer Station | -1,223,766 | -681,519 | 55.69% | -106,199 | 8.68% | -787,718 | 64.37% | -815,848 | 84% |
| Loan Repayments | -39,585 | -21,243 | 53.67% | 0 | 0.00% | -21,243 | 53.67% | -30,332 | 70% |
| Tip Recharge Transfer Station | -366,180 | -237,166 | 64.77% | -50,057 | 13.67% | -287,223 | 78.44% | -244,120 | 97% |
| Operating Expenditure | -6,463,124 | -3,988,576 | 61.71% | -584,727 | 9.05% | -4,573,303 | 70.76% | -4,359,349 | 91% |
| Capital Expenditure | | | | | | | | | |
| Reserve Funded Capital Works | -1,100,000 | -91,223 | 8.29% | -48,431 | 4.40% | -139,654 | 12.70% | -1,100,000 | 8.29% |
| Capital Expenditure | -1,100,000 | -91,223 | 8.29% | -48,431 | 4.40% | -139,654 | 12.70% | -1,100,000 | 8% |
| Borrowings | | | | | | | | | |
| Repayments - Archer Loan Principal | -234,634 | -115,943 | 49.41% | 0 | 0.00% | -115,943 | 49.41% | 0 | |
| Borrowings | -234,634 | -115,943 | 49.41% | 0 | 0.00% | -115,943 | 49.41% | 0 | 0.00% |
| Profit/(Loss) | -596,485 | 2,678,600 | | -633,158 | | 2,045,442 | | 1,413,924 | |



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Approved by: Finance Manager

Section 2
Financial Results

2.9 - Commercial Leases as at 28 February 2022

Commercial Leases

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | Commitment \$ | % Committed of Annual Budget | Total YTD Actuals + Commitments \$ | % YTD Actual + Committed | YTD Budget | % YTD Actuals of YTD Budget |
|-------------------------------|--------------------------------|----------------|--------------------------------------|---------------|------------------------------------|---|-----------------------------|----------------|--------------------------------|
| Income | | | | | | | | | |
| Library Services | 22,676 | 21,674 | 95.58% | 0 | 0.00% | 21,674 | 96% | 15,116 | 143% |
| Director Finance & Governance | 66,891 | 48,517 | 72.53% | 0 | 0.00% | 48,517 | 73% | 44,592 | 109% |
| Civic Centre | 105,000 | 97,572 | 92.93% | 0 | 0.00% | 97,572 | 93% | 70,000 | 139% |
| Income | 194,567 | 167,763 | 86.22% | 0 | 0.00% | 167,763 | 86% | 129,708 | 129% |
| Expenditure | | | | | | | | | |
| Director Finance & Governance | -12,171 | -10,681 | 87.76% | 0 | 0.00% | -10,681 | 88% | 44,592 | -24% |
| Expenditure | -12,171 | -10,681 | 87.76% | 0 | 0.00% | -10,681 | 88% | 44,592 | -24% |
| Profit/(Loss) | 182,396 | 157,082 | | 0 | | 157,082 | | 174,300 | |

Library Services includes lease held by The Nook

Civic Centre includes the lease held by Adult Mental Health

Director of Finance Governance includes the leases held by Peter McGrath and Palmerston Re-Engagement Centre

McGees Management Fees charged to Director Organisational Services each month



8/3/2022

Approved by: Finance Manager

Section 2 Financial Results

2.10 - Council Loans

28 February 2022

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 |
| Project Cost taken from FILOC | 3,337,849 |
| Repayments 2019/20 | (200,000) |
| Repayments 2020/21 | (313,615) |
| Loan Balance at 1/07/2021 | 2,824,233 |

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 | 158,849 | 70,309 | 37,230 | 2,502,384 |
| | 321,849 | 158,849 | 70,309 | 37,230 | 2,502,384 |

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 |
| Total Loan Amount | 1,960,000 |
| Repayments 2019/20 | (221,414) |
| Repayments 2020/21 | -228,285 |
| Loan Balance at 1/07/2021 | 1,510,301 |

External Loan - Archer Landfill Rehabilitation

| Principal as of 1/7/2021 | Principal Loan Repaid as at 1/07/2021 | Principal Loan Repayments YTD | Interest for 2021/22 | Interest YTD | Loan balance as of 30/06/2022 |
|--------------------------|---------------------------------------|-------------------------------|----------------------|--------------|-------------------------------|
| 1,510,301 | 234,504 | 115,943 | 39,585 | 21,243 | 1,275,797 |

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.



8/3/2022

COUNCIL AGENDA Attachment 13.2.1.1

Section 2 Financial Results

2.11 - Elected Member Expenses

28 February 2022

Elected Members

| | Revised Annual Budget \$ | YTD Actuals \$ | % YTD Actuals of Annual Budget | Commitment \$ | % Committed of Annual Budget | YTD Actuals + Commitments \$ | % YTD Actual + Committed of Annual budget | YTD Budget | % YTD Actuals of YTD Budget |
|--|--------------------------------|-----------------|--------------------------------------|---------------|------------------------------------|------------------------------------|---|-----------------|--------------------------------|
| Operating Expenditure | | | | | | | | | |
| Uniforms / Clothes Purchased | 0 | -995 | 0.00% | 0 | 0.00% | -995 | 0.00% | 0 | 0.00% |
| Mayoral Allowance | -87,636 | -58,990 | 67.31% | 0 | 0.00% | -58,990 | 67.31% | -58,424 | 101% |
| Mayoral Electoral Allowance | -23,066 | -15,546 | 67.40% | 0 | 0.00% | -15,546 | 67.40% | -15,376 | 101% |
| Mayoral Professional Dev Allowance | -3,753 | -2,555 | 68.07% | 0 | 0.00% | -2,555 | 68.07% | -2,501 | 102% |
| Deputy Mayoral Allowance | -32,405 | -20,405 | 62.97% | 0 | 0.00% | -20,405 | 62.97% | -21,601 | 94% |
| Deputy Mayoral Electoral Allowance | -5,768 | -3,634 | 63.00% | 0 | 0.00% | -3,634 | 63.00% | -3,848 | 94% |
| Elected Members Allowances | -94,570 | -63,640 | 67.29% | 0 | 0.00% | -63,640 | 67.29% | -63,048 | 101% |
| Elected Members Electoral Allowance | -34,606 | -23,255 | 67.20% | 0 | 0.00% | -23,255 | 67.20% | -23,070 | 101% |
| Elected Members Professional Dev Allowance | -26,272 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | -17,512 | 0% |
| Elected Members Meeting Allowance | -63,049 | -11,310 | 17.94% | 0 | 0.00% | -11,310 | 17.94% | -42,032 | 27% |
| Information Technology Capital Entitlement | -5,486 | -5,329 | 97.14% | 0 | 0.00% | -5,329 | 97.14% | -4,822 | 111% |
| Communications Entitlement | -6,400 | -3,321 | 51.89% | 0 | 0.00% | -3,321 | 51.89% | -4,268 | 78% |
| Acting Mayor Allowance | -7,000 | -5,282 | 75.46% | 0 | 0.00% | -5,282 | 75.46% | -3,668 | 144% |
| Acting Mayor Electoral Allowance | -2,000 | -1,390 | 69.51% | 0 | 0.00% | -1,390 | 69.51% | -1,332 | 104% |
| Contractors | -101,680 | -266,048 | 261.65% | 0 | 0.00% | -266,048 | 261.65% | -101,680 | 262% |
| Stationery & Office Consumables | -1,000 | -840 | 83.99% | 0 | 0.00% | -840 | 83.99% | -832 | 101% |
| Printing & Photocopying Costs | -2,000 | -674 | 33.68% | 0 | 0.00% | -674 | 33.68% | -1,336 | 50% |
| Furniture & Equipment expensed | -1,390 | -390 | 28.06% | 0 | 0.00% | -390 | 28.06% | -926 | 42% |
| Other Expenses | -15,500 | -9,788 | 63.15% | -379 | 2.44% | -10,167 | 65.59% | -13,000 | 75% |
| Food & Catering Costs | -10,500 | -9,760 | 92.96% | 0 | 0.00% | -9,760 | 92.96% | -7,000 | 139% |
| Entertainment Costs | 0 | -818 | 0.00% | 0 | 0.00% | -818 | 0.00% | 0 | 0.00% |
| Course Seminar & Conference Registration | -10,000 | -12,116 | 121.16% | 0 | 0.00% | -12,116 | 121.16% | -6,668 | 182% |
| Air Travel | -4,000 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | -2,668 | 0% |
| Travel Accommodation | -2,000 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | -1,332 | 0% |
| Travel Related Costs Other | -1,000 | -347 | 34.65% | 0 | 0.00% | -347 | 34.65% | -668 | 52% |
| Operating Expenditure | -541,081 | -516,432 | 95.44% | -379 | 0.07% | -516,811 | 95.51% | -397,612 | 130% |



8/3/2022

Approved by: Finance Manager

COUNCIL REPORT

2nd Ordinary Council Meeting

| | |
|----------------------|---|
| AGENDA ITEM: | 13.2.2 |
| REPORT TITLE: | Lake Management Plan Update |
| MEETING DATE: | Tuesday 15 March 2022 |
| AUTHOR: | Land Conservation Officer, Russel O'Regan |
| APPROVER: | Director City Growth and Operations, Nadine Nilon |

COMMUNITY PLAN

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

PURPOSE

This Report provides an update on Council's Palmerston Lake Management Plan including progress against planned actions.

KEY MESSAGES

- Council maintains a Palmerston Lakes Management Plan to document lake management, monitoring and actions to improve lake water quality.
- Council is actively pursuing actions and improvements relevant to the Palmerston Lakes Management Plan and the objective to improve water quality.
- Council will continue to undertake a diverse range of maintenance, monitoring and improvement actions under the Palmerston Lakes Management Plan to continuously improve lake management.
- Mechanical weed harvesting remains the most effective operational control for Salvinia and a second weed harvester expected to be delivered and commissioned in July 2022 will double weed harvesting capacity and regain control of Salvinia weed.
- Planning is underway to operate both weed harvesters in an effective and efficient manner.
- Council plans to trial a selective aquatic herbicide to assist in the control of Salvinia weed as part of an integrated approach in addition to mechanical weed harvesting and biological control.
- A community engagement and education session is scheduled for 12 March 2022 at Flinders Park in Durack (Lake 6). This was originally planned for February 2022 but rescheduled due to poor weather and cyclone watch.

RECOMMENDATION

1. THAT Report entitled Lake Management Plan Update be received and noted.
2. That Council notes that on commissioning of the new mechanical weed harvester, City of Palmerston will operate two machines to regain control of the Salvinia weed and this operational need will be reviewed by 30 November 2022.

BACKGROUND

The Palmerston Lakes comprise a combination of constructed lakes (Durack, Durack Heights and Sanctuary Lakes) and the natural freshwater, Marlow Lagoon. Council requirements and community expectations of the lakes are many and varied and include:

- Stormwater retention and water quality treatment.
- Water source for irrigation of the Palmerston Golf Course and Council managed parklands surrounding the lakes.
- Amenity, recreation, and aesthetic values for those living near the lakes.
- Habitat for wildlife including fish, birds, and reptiles.
- Recreational fishing.

Council maintains a Palmerston Lakes Management Plan (2021) to document the priority purposes and functions of the lakes and provide approaches for maintaining these; noting that maintaining lake water quality is always the highest priority, given all other functions rely on this. The Palmerston Lakes Management Plan was reviewed and updated to include Durack Heights Lake in November 2021.

The discussion below provides an update on Council's Palmerston Lake Management Plan including progress against planned actions.

DISCUSSION

As documented above, the Palmerston Lakes Management Plan provides operational and strategic guidance for lake management, monitoring and actions to improve lake water quality.

Progress against the maintenance and management practices documented in the Palmerston Lakes Management Plan is summarised as follows.

- **Water Quality Monitoring (Lakes and Bores)**

Water quality monitoring of the lakes is undertaken at quarterly intervals in accordance with section 6 Water Quality Monitoring Program of the Palmerston Lakes Management Plan. The Program focus includes, but is not limited to, measuring parameters indicative of eutrophication (for example rich in nutrients favourable to support a dense plant and algae population) and measurement of dissolved oxygen which is identified as a key indicator for lake function and health. The Program is intended to enable evaluation of seasonal and long-term water quality trends.

Lake water quality monitoring was most recently undertaken in February 2022 and the Q1 2022 Palmerston Lakes Report card is currently being drafted. A Report Card summarising the water monitoring results representing sampling in Q4 2021 (November 2021) is available on the City of Palmerston website (refer [https://palmerston.nt.gov.au/sites/default/files/editors/October%202021%20Report%20Card%20\(ID%20206898\).pdf](https://palmerston.nt.gov.au/sites/default/files/editors/October%202021%20Report%20Card%20(ID%20206898).pdf)). The Palmerston Lakes Report Card rates Lake Condition as either Good, Fair, Poor or Very Poor based on established criteria. Typically, lakes that are assigned a Good or Fair rating are dominated by macrophytes (rooted plants growing on lakebed) and are well oxygenated. Lakes that are assigned a Poor or Very Poor rating are dominated by floating plants such as Salvinia and dissolved oxygen concentrations are recorded as low.

Long-term monitoring results show that the Palmerston Lakes are eutrophic (contain high nutrient loads), and this is expected given catchment land uses (comprising residential, golf course and parkland). Eutrophic environmental conditions favour aggressive and dense plant (eg. Salvinia) and algae growth.

Additionally, long-term monitoring of the Palmerston Lakes for dissolved oxygen reveals daily and seasonal variations. However, these variations may be secondary to the pronounced and detrimental impact on dissolved oxygen caused by *Salvinia* weed as the weed growth forms dense mats extensively covering the lake surface.

Daily variation of dissolved oxygen, as an example, includes the trend where dissolved oxygen increases during the day as the plants photosynthesise and then subsequently decreases during the night as plants respire. As a greater amount of oxygen can be dissolved in water at lower temperatures, seasonal variations generally show a general trend of higher dissolved oxygen concentrations in cooler months and lower dissolved oxygen concentrations in hotter months. Hot weather associated with the build-up is conducive to seasonally high water temperatures and correspondingly low dissolved oxygen concentrations. These natural environmental conditions are unfortunately associated with fish kills in both natural billabongs across northern Australia and the Palmerston Lakes.

Aerators are relied upon, especially under build-up weather conditions, to maintain dissolved oxygen and to assist in the prevention of fish kills in the Palmerston Lakes.

Sampling and water quality monitoring of production bores are undertaken at six monthly intervals and was most recently undertaken in November 2021.

Groundwater production bore monitoring includes:

- Crowson Bore (Palmerston Dolostone Aquifer) - Used for lake fill and irrigation around Durack Lakes 6, 7, 8 and 9; and Palmerston Golf Course irrigation via extraction from Lake 6.
- Sabal Bore (Palmerston Dolostone Aquifer) - Used for lake fill and irrigation around Durack Lakes 1, 3, 4, 5 and 10.
- Marlow Lagoon Bore (Palmerston Dolostone Aquifer) - Used for irrigation around the Lagoon but not normally used for lake fill.
- Sanctuary Bore (Mount Partridge Group, Wildman Siltstone, fractured rock aquifer) - Used for lake fill and irrigation around Sanctuary Lakes A, B and C.

Long-term groundwater monitoring results for the Palmerston Dolostone Aquifer show a long-term trend of increasing salinity at the Sabal and Marlow Lagoon bores and in-particular the Crowson Bore, likely related to long-term groundwater extraction rates leading to saline water intrusion. It is noted the NT Government Department of Environment, Parks and Water Security has commenced studies to improve the understanding of the Palmerston Dolostone aquifer including groundwater quality and quantity to inform improved future groundwater resource management.

Groundwater monitoring indicates that the Mount Partridge Group, Wildman Siltstone, fractured rock aquifer, which the Sanctuary bore intercepts, remains within historical salinity ranges.

- **Regular and Maintained Weed Harvesting (Including Active *Salvinia* Management)**

Council operates a Truxor mechanical weed harvester to remove *Salvinia* weed from affected lakes. Since May 2021, approximately 2,100 cubic metres of *Salvinia* weed has been removed.

Salvinia weevils have recently been used as an augmentative biological control in addition to mechanical weed harvesting. Anecdotal observations in the case of the Palmerston Lakes, is that the weevil has a mild impact on *Salvinia* in most instances. In such instances the weevil slows *Salvinia* growth as evidenced by the brownish appearance of *Salvinia* impacted by the weevils. Also, impacted

Salvinia weed does not form thick dense mats typical of healthy Salvinia, which assists in more efficient and effective mechanical weed harvesting.

To date 10,000 weevils have been released into various Palmerston Lakes. Mechanical harvesting was recently completed in Lakes 8, 7A, 7B and 7C. Mechanical harvesting in Lake 6 has commenced. Weevils will be re-introduced to Lakes 8, 7A, 7B and 7C as soon as weevil supply becomes available.

Mechanical weed harvesting has been the most effective control method utilised for the control of Salvinia weed and hence to regain control of Salvinia weed a second Truxor weed harvester has been ordered. The new weed harvester is anticipated to be delivered and commissioned in July 2022. The draft budget for the oncoming financial year includes allocation for operation and maintenance costs.

To support the operation of a second Truxor, additional staff have undergone and now achieved Coxswain certification. Practical training on operation of the current weed harvester is now underway. The commissioning and operation of the second Truxor weed harvester will effectively double Council's weed harvesting capacity and regain control of Salvinia weed. Additionally, given the new Truxor has a more powerful engine, as part of the future harvesting strategy, the new Truxor will be preferentially allocated to harvest the larger lakes and any lakes where Salvinia weed for example is particularly dense.

The table below summarises mechanical weed harvesting and weevil activities since the recommencement of mechanical weed harvesting on the 17 May 2021.

LAKES HARVESTING AND WEEVIL PROGRESS REPORT (as at 11/02/2022)

| LAKE | CUBIC MTS REMOVED | WEEVILS RELEASED |
|------------------------|--------------------------|-------------------------|
| 1A + 1B | 132 | 1000 |
| 3 | - | 500 |
| 4 | - | 500 |
| 5 | 257 | 2000 |
| 6 | 354 | - |
| 7A | 30 | 300 |
| 7B | 30 | 300 |
| 7C | 216 | 900 |
| 8 | 569 | Waiting on availability |
| 9 | 390 | 2000 |
| 10A | - | - |
| 10B | - | 500 |
| SANCTUARY LAKES | | |
| A | 24 | 700 |
| B | 78 | 700 |
| C | 30 | 600 |
| TOTAL | 2101 Cubic metres | 10000 Weevils |

Note: Recently cleaned lakes are planned to receive Salvinia weevils when supply of weevils becomes available.

To expedite the weed harvesting process, additional weed harvesting ramps are being installed in some of the larger lakes. In addition to launching the weed harvester, the ramps are also used for dumping and subsequent collection of Salvinia weed and reducing the distance the harvester is

required to traverse to dump the collected weed, improving the weed harvest rate. The first additional weed harvesting ramp is planned to be installed into the southern end of Lake 6 (near Hayes Court).

In addition to mechanical weed harvesting and augmentative biological control (Salvina weevils), a trial of the application of the selective aquatic herbicide Clipper is being planned. Clipper is formulated to control selected floating, emergent and submergent aquatic weeds and algae. The trial initially includes a limited application to test results and gain experience in the Durack Heights Basin Lake. To ensure safety and protection of environmental and human health, Clipper herbicide will be applied in accordance with the products Safety Data Sheet and Australian Pesticides and Veterinary Medicines Authority.

As part of the trial, closely located residents will also be informed of the planned trial activities. Pending trial outcomes, further extension of the program is planned. For example, mechanical weed harvesting in Lakes 7A, 7B and 7C was recently completed and field observations confirm residual *Salvinia* weed remaining again the lake edges and between rocks for example. The extended trial phase will target treatment of accessible residual *Salvinia* weed with Clipper herbicide to further reduce *Salvinia* weed and mitigate its aggressive growth and slow the development of dense weed mats. Pending the outcome of the trial, Clipper herbicide may be adopted to control *Salvinia* and other water weeds as an ongoing operational control.



Photo showing residual *Salvinia* in Lake 7C following weed harvesting that may be effectively targeted by herbicide.



Photo showing residual Salvinia in Lake 8 following weed harvesting that may be effectively targeted by herbicide.

Following the commencement of the second Truxor and the outcome of the herbicide trial, the operating strategy for the weed harvesters will be reviewed in November 2022. The review will inform an operating strategy that achieves Council requirements and community expectations of the lakes, whilst also being cost-effective.

- **Installation of Sediment Load Reducing Measures**

Through a review of the current and future land uses within the lake catchments, land area available to construct or install sediment load reducing measures as well as cost, it has been identified that a practical, effective, and lowest cost outcome to reduce sediment load into the Palmerston lakes is to construct and maintain a series of rock check dams above Lakes 1A and 1B. Planning for the construction of these rock check dams in the 2022 dry season has commenced.

Gross pollutant traps and sediment basins are also progressively being inspected and cleared to ensure existing infrastructure is able to function as designed.



Photo showing indicative location for the proposed rock check dam(s) above Durack Lake 1A (near Carpentaria Court).



Photo showing indicative location for the proposed rock check dam(s) above Durack Lake 1B (near Kooyonga Parade).

Gross Pollutant Traps (GPT's) are installed in Lake 7C (1 GPT), Lake 8 (1 GPT) and Lake 9 (4 GPT's). The GPT's Lake 8 and Lake 9 have recently been cleaned and the GPT in Lake 7C is planned for cleaning in March 2022.



Photo showing example of GPT installed in Lake 7C.



Photo showing example of GPT installed in Lake 8.

- **Installation of Aeration Devices**

Water fountains are installed and maintained in Lakes 1A and 1B, Lake 4, Lakes 7A, 7B and 7C. Lakebed diffusers (aerators) are installed and maintained in Lake 9 and Lakes 10A and 10B.

Available lake water quality data has been reviewed to ascertain the effectiveness of fountain and lakebed diffuser aerators. The review found that fountain aerators have a negligible benefit while lakebed diffusers are effective in maintaining elevated dissolved oxygen concentrations throughout the water column at least locally to the aerators. The preference is for lakebed diffusers in the event of future aerator installations.

The Northern Territory Department of Industry, Tourism and Trade Recreation (DITTR) in partnership with Amateur Fishing Association Northern Territory (AFANT) recently awarded \$100,000 in funding to the City of Palmerston under the Recreational Fishing Grants Scheme for the purchase and installation of aerators in Palmerston lakes. Consultation is underway with AFANT to identify the lake(s) that lakebed diffuser aerators will be installed having regard of the grant purpose which is to enhance recreational fishing and improve Palmerston Lakes water quality.

- **Community Education Regarding Aquatic Plants and Impacts of Human Actions on Lakes**

Council maintains a range of community engagement and education activities including but not limited to the provision of relevant information on Council's website that provides access to the Palmerston Lakes Management Plan, Palmerston Lakes Water Quality Report Card summarising the quarterly water quality monitoring results, and updates of the weed harvest program and status, including cubic metres of *Salvinia* and other aquatic vegetation removed from the lakes and the number of weevils added to each lake. This website also includes an animated video with *Salvinia* information.

Council undertakes community engagement and education sessions from time to time which are communicated via the CoP webpage and Facebook. A community engagement and education session was planned for 26 February 2022 at Flinders Park in Durack (Lake 6) but was postponed consequent to wet weather and cyclone watch. The event has been re-scheduled for Saturday 12 March 2022.

Additionally, the Customer Request system enables interested members of the community to engage, raise requests or concerns and seek additional information in regard of any matter including Palmerston lake management.

- **Algae Management (Floating Wetlands)**

Algae naturally occurs in water bodies across the Top End and is common in the Palmerston lakes. The presence of algae may be dependent on seasonal factors, water quality and other aspects. For the Palmerston lakes some lakes may exhibit greater algae abundance than others (algae is seasonally commonly abundant in lake 6 for example) and from time to time may adversely impact on lake functions, Council requirements and community expectations.

Algae may be controlled through the deployment of floating treatment media or floating wetlands. The floating wetlands commonly comprise suitable fast-growing plants that are intended to outcompete algae for essential nutrients. For such systems to work, it is crucial that floating wetlands need to be appropriately sized, have appropriate fast growing plant species and the floating wetlands need to be appropriately disturbed across the lake. The fast-growing plant species needs to be harvested and/or replaced frequently to maintain active growth. It is noted that maintaining such floating treatment media or floating wetlands involves considerable time and may be in-effective if not managed optimally.

A review of algae in the Palmerston lakes will occur in 2022 to identify the algae species present and to evaluate if and which lakes it may be cost effective and practical to use floating treatment media or floating wetlands for control. Notwithstanding this, there may be other control options that may also be identified.

- **Desilting of Lakes (Long Term of Plan)**

Lakes are prone to sedimentation over time and may eventually require desilting. An investigation of the issues regarding desilting of lakes comprises a comprehensive program, which would follow the below process as an example:

- Bathymetric survey to compare current state versus as constructed and determine extraction volume.
- Review of disposal options including recommendation of a preferred disposal option considering expected extraction volume and the characteristics of the material.
- Review of desilting methods (eg. one or combination of dredging and/or drain lake and desilt via excavator and truck) including a review of cost and benefits.

Bathymetric survey (including limited sediment sampling and analysis) will commence in some lakes in 2022 to gain some data and understanding of potential desilting options. This will be progressed in more detail in 2023.

- **Irrigation Management Plan (Long Term of Plan)**

In 2022 Council will develop an Irrigation Management Plan to document the local environmental context, existing irrigation system, including water sources, water metering and irrigation network including controllers, bubblers and sprinklers etc.

It is noted that Council and the Palmerston Golf and Country Club (PGCC) have been in consultation regarding PGCC access and use of lake water for irrigation. Council and PGCC are collaborating to reach an agreement which provides PGCC ongoing access to lake water for irrigation subject to various conditions including but not limited to metering and reporting of groundwater extractions and

PGCC undertaking water efficiency improvements including ongoing long-term investigation of irrigation water source(s) other than the Palmerston lakes.

Subject to finalisation of the above agreement, PGCC proposes to undertake various water efficiency works including replacement of aged underground irrigation infrastructure with smart irrigation technology leading to substantial reduction in groundwater extraction and irrigation water demand.

Improved measurement of groundwater extraction and groundwater bore water quality monitoring will contribute to an improved understanding of the Palmerston Dolostone Aquifer. This information will be beneficial to the NT Department of Environment, Parks and Water Security (DEPWS). DEPWS is undertaking a Palmerston groundwater study with the purpose of producing a plan to manage this resource.

Summary

In addition to the required maintenance/management practices under the Palmerston Lakes Management Plan, Council is constantly seeking opportunities for improvement. A recently identified initiative is the reviewing of options and cost to install additional constructed Salvinia lake edge collection site(s) in the larger lakes to further improve weed harvester productivity. The provision of additional strategically located collection sites on the lake edges would reduce the time the weed harvester takes to transport weed to such weed dump and collection sites.

A summary of the planned activities for the 2022 calendar year includes:

- Salvinia management comprising mechanical weed harvesting augmented by biological control using Salvinia weevils (ongoing).
- Commissioning and operation of a new second weed harvester (including training and competency assessment for a pool of Council operators).
- Installation of sediment load reducing measures for example rock check dams at key locations to minimise sedimentation of the Palmerston lakes.
- Cleaning of existing Gross Pollutant Traps (ongoing).
- Community education and engagement.
- Installation of new lakebed aerator(s) in consultation with and under DITTR and AFANT Grant Funding.
- Review the presence of algae and the potential control effectiveness of floating wetlands.
- Finalisation of an agreement with PGCC regarding access and use of Palmerston Lake water that is associated with PGCC taking improvements in irrigation leading to substantial reduction in PGCC groundwater extraction and irrigation water demand.
- Development of an Irrigation Management Plan.
- Progress bathymetric survey and sediment sampling and analysis in some lakes.
- Install additional boat ramps (Salvinia lake edge collection sites) in the larger Lakes to improve weed harvester productivity.

The Palmerston Lakes Management Plan will continue to be reviewed and updated to maintain currency.

CONSULTATION PROCESS

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

- City Sustainability Manager
- Urban and Environment Planner
- Outdoor Workforce Team Leader
- Maintenance Officer
- Land Conservation Officer

- Irrigation Officer

Environmental consultancy EcOz and the Northern Territory Weed Management Branch were also consulted in preparing this Report.

Processes for engagement and consultation with the community are broad and include Council's Customer Request system, community education and engagement days, communications and media releases via Council's website and Facebook; and a City of Palmerston Salvinia Management video on YouTube (refer <https://www.youtube.com/watch?v=kWOWVmJnqr4>).

The lakes information session to be held on 12 March has been advertised through various methods including Facebook, Council's website, flyers, public space posters, and direct contact with recent customers enquiring about lakes.

POLICY IMPLICATIONS

There are no policy implications for this Report.

BUDGET AND RESOURCE IMPLICATIONS

Council currently spends in the order of \$350,000 per year on lake management (including but not limited to weed harvester operation and maintenance, weed collection and disposal, maintenance and operational of aerators and water quality monitoring and reporting). This is in addition to mowing, landscaping and litter collection of the surrounding parklands and maintenance of surrounding infrastructure.

Council is also investing in the order \$265,000 in capital to purchase a second mechanical Truxor weed harvester which is expected to effectively double weed harvesting capacity. Operational, maintenance and labour costs relevant to second mechanical weed harvester are in the order of \$120,000 in the first year.

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

The Lake Management Plan identifies key risks to water quality and identifies opportunities to reduce the risk of poor outcomes for lakes within Palmerston.

This Report addresses the following City of Palmerston Strategic Risks:

2 Fails to be sustainable into the long term

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

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

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

ENVIRONMENT SUSTAINABILITY IMPLICATIONS

The continued management of the Palmerston Lakes under the Lake Management Plan including the ongoing implementation of identified maintenance and management practices will contribute to maintaining improved water quality and the lakes primary and secondary functions and the Environmental Sustainability core outcome under the Community Plan.

COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION

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

ATTACHMENTS

Nil

COUNCIL REPORT

2nd Ordinary Council Meeting

| | |
|----------------------|---|
| AGENDA ITEM: | 13.2.3 |
| REPORT TITLE: | Community Benefit Scheme Update - March 2022 |
| MEETING DATE: | Tuesday 15 March 2022 |
| AUTHOR: | Community Facilities Officer, Rachel Fosdick |
| APPROVER: | General Manager of Community and Culture, 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 2021/22 applications to date highlighting requests received since the February 2022 update.

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 a 2021/2022 budget of \$230,000 for grants, donations, sponsorships, and scholarships. The Environmental Initiative Grant (EIG) budget is \$20,000.
- Currently \$84,824 has been expended in the CBS budget.
- There is \$45,422 committed in this financial year for on-going sponsorship and \$18,131 is expended in the EIG budget.
- Currently \$119,754 remains available for future projects and events.
- To date this financial year, City of Palmerston has received 57 CBS applications.
- In this reporting period:
 - One Team Representation Support application was received from Cyclone Boxing for travel to Adelaide South Australia.
 - Two Individual Representation Support applications were received from Palmerston residents attending the South Australian Track and Field Championships.
 - Three Individual Representation Support applications were received from players attending the National Touch League tournament in Coffs Harbour, NSW.
 - One grant application was received from Palmerston Crocs Netball Club, to assist the club with coaching resources.
 - One grant application was received and did not meet the eligibility criteria so was not progressed.
- Council continues to actively promote the CBS, including the Environmental Initiatives Grant.

RECOMMENDATION

THAT Report entitled Community Benefit Scheme Update - March 2022 be received and noted.

BACKGROUND

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".

Council initiatives such as the extension of free venue hire till 30 June 2023 for not-for-profit community organisations negates the need for applications for in-kind support for that purpose.

Easing of travel restrictions due to COVID19 has enabled an increase in representative opportunities for Palmerston residents to participate in sporting and recreational events interstate. Council have begun to receive more requests through this avenue.

DISCUSSION

A copy of City of Palmerston Approved Community Benefit Scheme (CBS) Applications March 2022 Update is provided as Attachment **13.2.3.1** to this Report.

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 a 2021/2022 budget of \$230,000 for grants, donations, sponsorships, and scholarships. The Environmental Initiative Grant (EIG) budget is \$20,000.

Currently \$84,824 has been expended in the CBS budget, \$45,422 committed in this financial year for on-going sponsorship and \$18,131 is expended in the EIG budget.

Currently \$119,754 remains available for future projects and events.

To date this financial year, City of Palmerston has received 57 CBS applications.

Team Representation Support

Cyclone Boxing submitted a \$2000 application for Team Representation support for the Australian Club Championships in Adelaide, South Australia.

Cyclone Boxing, a Palmerston based organisation, were successful in their application for a \$2000 grant to assist with purchasing new sports kits for all team members who will be representing Palmerston at the Australian Club Boxing Championships in Adelaide, April 2022. The kits consist of singlet, shirt, hoodie and training bag and will be printed locally with the City of Palmerston logo. These kits will unify the team in presenting a professional representation of the Northern Territory (NT) and promote the emerging talent NT boxing has to offer.

Individual Representation Support



Two sisters Aviva and Milla Dmjanovic represented Palmerston at the South Australian Track and Field Championships in Adelaide between 18 – 20 February 2022.

Both young people were very successful, with Milla winning Gold in the under u20 Triple Jump and Bronze in the u20 Long Jump. Aviva competed in two events, winning Silver in the u20 Hurdles and placing fourth in the u20 200 metre running event.

Image: Milla Gold Medal Winner

Three applications were received from players to represent Palmerston as part of the Northern Territory Devils Open Mixed Touch Football Team at the National Touch League (NTL) 2022 tournament being held in Coffs Harbour from 9 – 12 March 2022.

Grants and Donations

Palmerston Crocs Netball Club, \$2000 Coaching Resources

Palmerston Crocs Netball Club have been successful in their application for a \$2000 grant to support Coaching Development and Accreditation for the 2022 season to support their volunteer coaches.

All of the Crocs Netball coaches are also volunteer players, parents or supporters. In 2022, the club is keen to support and develop their coaches by providing (at no cost to the volunteer coach) access to the Netball Australia Foundation level coaching accreditation course and purchase additional equipment to use, support and develop their coaching skills during weekly team training sessions.

In 2021 the club had around 200 registered players who participated in the weekly Palmerston Netball Competition which runs from February to September.

One grant application was received from an organisation that did not demonstrate a benefit to the Palmerston community in the application process and this application was not recommended to Council.

Gray Community Gardeners have been on site at the refurbished Gray Community Hall in preparation of the reestablishment of Harvest Corner. The group were a recipient of CBS funding in September 2021 to establish a shared gardening space for Palmerston residents that allows community members to reconnect with nature, learn new skills and increase interactions with other community members.

CONSULTATION PROCESS

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

- Executive Manager Community and Library Services

Promotion by Council Staff

During this month, Council officers promoted the Community Benefit Scheme at events and activities in the Palmerston area.

- Staff attended the recent Febfit event hosted by Palmerston Shopping Centre and Hot100. Staff took the opportunity to liaise with sporting organisations from Palmerston and the rural area to discuss sponsorships, grants and individual representation support.



Image: CoP Staff promoting CBS at information stall

- City of Palmerston facilitated an information stall at the Be Inclusive Games held at the Palmerston Recreation Centre and promoted CBS to fifteen Palmerston based sports who offer inclusion activities.

- The Palmerston Kids Network meeting provided an opportunity to discuss the grant opportunities to services working with children and CBS was highlighted at the Palmerston and Rural Youth Services meeting (PARYS).

The new look promotional campaign for CBS has been delayed by a couple of weeks and will be launched late March. This will be a widespread campaign that will be reported on in next month's CBS report in April.

POLICY IMPLICATIONS

Council Policy FIN18 Grants, Donations, Scholarships and Sponsorships provides governance and outlines the support that is available through the Community Benefit Scheme.

BUDGET AND RESOURCE IMPLICATIONS

- The CBS budget for the 2021/2022 fiscal year for grants, donations, sponsorships, and scholarships is \$230,000.
- The EIG budget for the 2021/2022 fiscal year under CBS is \$20,000. Currently \$18,131 has been expended with \$1,869 remaining for new projects.
- The EIG budget is anticipated to be successfully expended as officers are working to identify eligible projects and community organisations.
- Currently \$84,824 has been expended in the CBS budget, \$45,422 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.
- Currently \$119,754 remains available for future projects and events

RISK, LEGAL AND LEGISLATIVE IMPLICATIONS

This report addresses the following City of Palmerston Strategic Risks:

- 1 Fails to be trusted as a Council
Context: Achieving credibility & trust with majority of those within and external to the City.
- 2 Fails to be sustainable into the long term
Context: Optimising the financial, social and environmental sustainability of the City.

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. Community Benefit Scheme - March 2022 Update [13.2.3.1 - 4 pages]

| City of Palmerston Approved Community Benefit Scheme Applications | | | | | | |
|---|---|-----------|------------------|------------------|--------------|---------|
| Representation Support - Donation | | | | | | |
| Date | Activity | Applicant | Amount Requested | Amount Committed | Amount Spent | Balance |
| 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 | |
| 24 May 2021 | U13s National Tennis Teams Event - Gold Coast Queensland | | \$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 | |
| 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 | |
| 12 August 2021 | U16 Australian Junior Basketball Championship Darwin, NT | | \$250.00 | \$0.00 | \$250.00 | |
| 1 September 2021 | North Queensland Athletics Championships | | \$250.00 | \$0.00 | \$250.00 | |
| 4 September 2021 | U16 Australian Junior Basketball Championship Darwin, NT | | \$250.00 | \$0.00 | \$250.00 | |
| 22 October 2021 | Queensland Nga Hau e Wha Māori Rugby League | | \$250.00 | \$0.00 | \$250.00 | |

| | | | | | |
|------------------------------------|--|---------------------------|-------------|--------|-------------|
| 18 November 2021 | Follow Your Dream Dance | | \$250.00 | \$0.00 | \$250.00 |
| 9 December 2021 | Follow Your Dream Dance | | \$250.00 | \$0.00 | \$250.00 |
| 18 January 2022 | NT u16 Girls – Australian Junior Championships | | \$250.00 | \$0.00 | \$0.00 |
| 25 January 2022 | SA Track and Field Championships | | \$250.00 | \$0.00 | \$0.00 |
| 3 February 2022 | SA Track and Field Championships | | \$250.00 | \$0.00 | \$250.00 |
| 7 February 2022 | SA Track and Field Championships | | \$250.00 | \$0.00 | \$250.00 |
| 8 February 2022 | NT Devils Open Touch Team Coffs Harbour | | \$250.00 | \$0.00 | \$250.00 |
| 14 February 2022 | NT Devils Open Touch Team Coffs Harbour | | \$250.00 | \$0.00 | \$250.00 |
| 15 February 2022 | NT Devils Open Touch Team Coffs Harbour | | \$250.00 | \$0.00 | \$250.00 |
| Total Year to Date (YTD) | | | \$6,250.00 | \$0.00 | \$5,750.00 |
| 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 | | | \$500.00 | \$0.00 | \$5,250.00 |
| Sponsorships, Donations and Grants | | | | | |
| 14 May 2021 | IT equipment | | \$12,539.00 | \$0.00 | \$11,599.00 |
| 4 August 2021 | Aus v USA Women's Olympic Women's Football | | \$500.00 | \$0.00 | \$500.00 |
| 18 September 2021 | Equipment Resources | | \$10,000.00 | \$0.00 | \$10,000.00 |
| 4 October 2021 | Alterations to electrical outlets | | \$4,044.00 | \$0.00 | \$4,044.00 |
| 3 November 2021 | Support with Palmerston Home Game | | \$2,000.00 | \$0.00 | \$2,000.00 |
| 23 November 2021 | First Aid Training and Equipment | | \$5,000.00 | \$0.00 | \$5,000.00 |
| 24 November 2021 | Christmas Celebration | | \$2,000.00 | \$0.00 | \$2,000.00 |
| 6 December 2021 | NTFL - Sepsis Awareness | | \$200.00 | \$0.00 | \$200.00 |
| 7 December 2021 | NT Branch Conference | | \$1,200.00 | \$0.00 | \$1,200.00 |
| 5 January 2022 | Travel to Championships | | \$2,000.00 | | \$2,000.00 |
| 6 January 2022 | Equipment Resources | | \$2,000.00 | \$0.00 | \$0.00 |
| 14 January 2022 | Big Day Out | | \$2,000.00 | \$0.00 | \$0.00 |
| 17 January 2022 | Youth Conference | | \$5,000.00 | \$0.00 | \$0.00 |
| 19 January 2022 | Resources - Football | | \$10,000.00 | \$0.00 | \$0.00 |

COUNCIL AGENDA

Attachment 13.2.3.1

| 1 February 2022 | Coach Development | | \$2,000.00 | \$0.00 | \$2,000.00 | |
|----------------------------------|---|---|------------------|------------------|--------------|--------------|
| Total Year to Date (YTD) | | | \$60,483.00 | \$0.00 | \$40,543.00 | |
| Multi Year Agreements | | | | | | |
| Date | Activity | Applicant | Amount Requested | Amount Committed | Amount Spent | |
| 6 January 2022 | Equipment and Resources | | \$30,000.00 | \$0.00 | \$0.00 | |
| 2 year on going to be paid 2022 | Cricket 365 x 2 years 16 March 2021 - 1 October 2022 | 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 | \$0.00 | \$10,000.00 | |
| 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 | | | \$95,422.00 | \$45,422.00 | \$20,000.00 | |
| | | | | | | |
| Annual School Awards | | | | | | |
| 28 October 2021 | Good Shepherd Lutheran College Palmerston | | \$100.00 | | \$100.00 | |
| 28 October 2021 | Gray Primary School | | \$100.00 | | \$100.00 | |
| 28 October 2021 | Palmerston Christian School | | \$100.00 | | \$100.00 | |
| 1 November 2021 | Moulden Primary School | | \$100.00 | | \$100.00 | |
| 29 November 2021 | Woodroffe Primary School | | \$100.00 | | \$100.00 | |
| 29 November 2021 | Bakewell Primary School | | \$100.00 | | \$100.00 | |
| 29 November 2021 | Forest Parade Primary School | | \$100.00 | | \$100.00 | |
| 29 November 2021 | Rosebery Primary School | | \$100.00 | | \$100.00 | |
| 6 December 2021 | Zuccoli Primary School | | \$100.00 | | \$100.00 | |
| | | | \$900.00 | \$0.00 | \$900.00 | |
| Total Year to Date (YTD) | | | \$163,055.00 | \$45,422.00 | \$66,693.00 | |
| | | | | | | |
| Total Year To Date (YTD) | | \$230,000.00 | | \$45,422.00 | \$66,693.00 | \$117,885.00 |
| | | | | | | |
| Environmental Initiatives Grants | | | | | | |

COUNCIL AGENDA Attachment 13.2.3.1

| Date | Activity | Applicant | Amount Requested | Amount Committed | Amount Spent | Balance |
|--------------------------|---|--------------------|------------------|------------------|--------------|--------------|
| 3 July 2021 | Community Garden Rebuild – Harvest Corner | Gray Community Gar | \$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 | | \$45,422.00 | \$84,824.00 | \$119,754.00 |

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 April 2022 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(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

MINUTES

1st Ordinary Council Meeting Tuesday 1 March 2022

The Ordinary Meeting of the City of Palmerston held in the Council Chambers, Civic Plaza, 1 Chung Wah Terrace, Palmerston, NT 0830

COUNCIL MINUTES

Minutes of Council Meeting
held in Council Chambers
Civic Plaza, 1 Chung Wah Terrace, Palmerston
on Tuesday 1 March 2022 at 5:30pm.

PRESENT

ELECTED MEMBERS

Mayor Athina Pascoe-Bell (Chair)
Deputy Mayor Sarah Henderson
Councillor Danielle Eveleigh
Councillor Mark Fraser
Councillor Amber Garden
Councillor Ben Giesecke (*Via Audio-Visual Conferencing*)
Councillor Damian Hale
Councillor Lucy Morrison

STAFF

Chief Executive Officer, Luccio Cercarelli
Deputy Chief Executive Officer/General Manager
Community and Culture, Amelia Vellar
General Manager Infrastructure, Nadine Nilon
Director of Finance and Governance, Wati Kerta
Minute Secretary, Chloe Hayes

GALLERY

Cazalys Palmerston Golf & Country Club General Manager
Matthew Hower
Three Members of Staff

Initials: _____

1 ACKNOWLEDGEMENT OF COUNTRY

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

2 OPENING OF MEETING

The Chair declared the meeting open at 5.31pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

Nil

3.2 Leave of Absence Previously Granted

Nil

3.3 Leave of Absence Request

Moved: Councillor Giesecke

Seconded: Councillor Fraser

THAT the leave of absence received from Councillor Giesecke for 22 April to 9 May 2022 inclusive be received and noted.

CARRIED 10/219 – 1/03/2022

4 REQUEST FOR AUDIO/AUDIOVISUAL CONFERENCING

Moved: Councillor Fraser

Seconded: Councillor Garden

THAT Council note Councillor Giesecke's attendance via Audio/Audiovisual Conferencing is due to being unexpectedly prevented from attending the meeting due to being a greater distance than 100km from the appointed place of meeting.

CARRIED 10/220 – 1/03/2022

5 DECLARATION OF INTEREST

5.1 Elected Members

Moved: Councillor Fraser

Seconded: Deputy Mayor Henderson

1. THAT the Declaration of Interest received from Councillor Morrison for Item 8.1 be received and noted.

Initials: _____

2. THAT the Declaration of Interest received from Councillor Giesecke for Item 6.1 and Item 6.2 be received and noted.

CARRIED 10/221 – 1/03/2022

5.2 Staff

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Councillor Giesecke declared a conflict of interest and left the meeting at 5:34pm.

Moved: Councillor Hale
Seconded: Deputy Mayor Henderson

THAT the Minutes of the Council Meeting held on 15 February 2022 pages 10652 to 10660 be confirmed.

CARRIED 10/222 – 1/03/2022

6.2 Business Arising from Previous Meeting

Nil

Councillor Giesecke returned to the meeting at 5:36pm.

7 MAYORAL REPORT

7.1 Mayoral Update Report - February

Moved: Mayor Pascoe-Bell
Seconded: Councillor Fraser

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

CARRIED 10/223 – 1/03/2022

8 DEPUTATIONS AND PRESENTATIONS

Councillor Morrison declared a conflict of interest and left the meeting at 5:37pm.

8.1 Redevelopment of the Palmerston Golf & Country Club

Moved: Councillor Garden
Seconded: Councillor Eveleigh

THAT the presentation by General Manager, Matthew Hewer of Palmerston Golf & Country Club on the redevelopment of the Palmerston Golf & Country Club be received and noted.

CARRIED 10/224 – 1/03/2022

Initials: _____

Councillor Morrison returned to the meeting at 6:01pm.

9 PUBLIC QUESTION TIME (WRITTEN SUBMISSIONS)

Nil

10 CONFIDENTIAL ITEMS

10.1 Moving Confidential Items into Open

Nil

10.2 Moving Open Items into Confidential

Nil

10.3 Confidential Items

Nil

11 PETITIONS

Nil

12 NOTICES OF MOTION

Nil

13 OFFICER REPORTS

13.1 Action Reports

13.1.1 Council Policy Review - Alcohol Management

Moved: Councillor Morrison

Seconded: Councillor Eveleigh

1. THAT Report entitled Council Policy Review- Alcohol Management be received and noted.
2. THAT Council adopt amended Council Policy *Alcohol Management* being **Attachment 13.1.1.4** to Report entitled Council Policy Review- Alcohol Management to come into effect 2 March 2022 to include the following amendment:
 - Section 4.2.4 removal of ".at their own expense, will engage at a minimum, one registered security personnel to assist at any larger gatherings with any anti-social behaviour associated with the consumption of alcohol"

CARRIED 10/225 – 1/03/2022

Initials: _____

13.1.2 Palmerston Local Economic Plan

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

1. THAT Report entitled Palmerston Local Economic Plan be received and noted.
2. THAT Council approve an additional full time equivalent position to enable the delivery of the objectives of the Palmerston Local Economic Plan.

CARRIED 10/226 – 1/03/2022

13.1.3 Planning Reform - Phase 2 Stage 1

Moved: Councillor Eveleigh
Seconded: Councillor Fraser

1. THAT Report entitled Planning Reform - Phase 2 Stage 1 be received and noted.
2. THAT Council endorse the response to the NT Planning Commission consultation on Planning Reform Phase 2 Stage 1, being **(attachment 13.1.3.1)** to the Report entitled Planning Reform - Phase 2 Stage 1.

CARRIED 10/227 – 1/03/2022

13.2 Receive and Note Reports

13.2.1 Municipal Boundary Review Update

Moved: Deputy Mayor Henderson
Seconded: Councillor Fraser

THAT Report entitled Municipal Boundary Review update be received and noted.

CARRIED 10/228 – 1/03/2022

14 INFORMATION AND CORRESPONDENCE

14.1 Information

Nil

14.2 Correspondence

Nil

15 REPORT OF DELEGATES

Nil

Initials: _____

16 QUESTIONS BY MEMBERS

Nil

17 GENERAL BUSINESS

Nil

18 NEXT ORDINARY COUNCIL MEETING

Moved: Councillor Garden

Seconded: Councillor Fraser

THAT the next Ordinary Meeting of Council be held on Tuesday, 15 March 2022 at 5:30pm at Gray Community Hall, Corner of Essington Avenue and Victoria Drive, Gray, Palmerston.

CARRIED 10/229 – 1/03/2022

19 CLOSURE OF MEETING TO PUBLIC

Moved: Councillor Fraser

Seconded: Councillor Garden

THAT pursuant to section 99(2) and 293(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.

CARRIED 10/230 – 1/03/2022

20 ADJOURNMENT OF MEETING AND MEDIA LIAISON

Nil

The open section of the meeting closed at 6:15pm for the discussion of confidential matters.

The Chair declared the meeting closed at 6:38pm.

Chair

Print Name

Date

Initials: _____